

FONDULAC DISTRICT LIBRARY
 BOARD OF TRUSTEES
 MINUTES OF THE REGULAR MEETING
 December 7, 2015

Members of the Fondulac District Library Board of Trustees met in regular session on Monday, December 7, 2015. President Cole called the meeting to order at 6:00 p.m.

On roll call the following members were present: Mrs. Cole, Mrs. Herring, Mrs. Humphrey, Mrs. Laredo, Mr. Lasswell, and Mr. Sherwood. Also present were Mrs. Buhr, Director and Mrs. Geier, Business Manager.

M/S/P (Lasswell/Sherwood) to approve the consent agenda, which includes the October board meeting minutes and executive session minutes, the treasurer's report and the approval of bills.

Treasurer's report:

GENERAL FUND CHECKING

10/26/15 Balance	941,949.58
10/26/15 Transfer – Donation Acct. to Checking Acct.	346.00
10/31/15 Interest 185736	381.89
11/05/15 Check issued – A to Z Maps	(399.00)
11/05/15 Checks issued – Payroll	(31,529.58)
11/05/15 Check issued – USPS	(250.00)
11/06/15 AmerenIllinois payment	(6,016.86)
11/06/15 Comcast Cable payment	(294.91)
11/06/15 Waste Management payment	(168.97)
11/13/15 Deposit – Fines, fees, misc.	1,389.94
11/16/15 Visa payment – Tammy's card	(232.01)
11/16/15 Visa payment – Genna's card	(7.00)
11/18/15 Deposit – County taxes	93,164.94
11/19/15 Deposit – County taxes	429.42
11/19/15 Checks issued – Payroll	(31,656.73)
11/20/15 Aflac payment	(217.74)
11/20/15 Amazon.com payment	(416.50)
11/24/15 Deposit – Fines, fees, misc.	1,128.10
11/24/15 Checks issued – Bills	<u>(45,923.40)</u>
11/24/15 Balance	921,677.17

WORKING CASH FUND

10/26/15 Balance	208,475.69
10/21/15 Interest 185701	<u>65.11</u>
11/24/15 Balance	208,540.80

RESERVE FUND

10/26/15 Balance	2,639,001.44
10/31/15 Interest 185728	824.24
11/04/15 Transfer – Reserve Fund to Bond Account	<u>(471,886.53)</u>
11/24/15 Balance	2,167,939.15

ENTERPRISE FUND

10/26/15 Balance	24,506.88
10/31/15 Interest 185698	<u>7.65</u>
11/24/15 Balance	24,514.53

Mrs. Herring reported that Mrs. Geier made two authorized transfers in November. The first transfer was made on November 4 for \$471,886.53 from the reserve fund to the bond account and the second transfer was made on November 24 for \$834.95 from the donations account to the checking account.

Mrs. Buhr handed out a patron/public incident report. She reported that this is a list of incidents she felt was noteworthy since the last board meeting.

Mrs. Buhr reported that the library has arranged with the East Peoria Historical Society, for them to sponsor a visit by Abraham Lincoln in February. She reported that hopefully there will be an evening program at the library on behalf of an Illinois Humanities Council grant. Mrs. Buhr stated that the library asked the historical society if they would be interested in sponsoring a kids program in the afternoon and they agreed.

Mrs. Buhr reported that she is on the ILA Central Illinois Legislative Meet-Up committee. The first meeting is in February.

Mr. Sherwood commended Mrs. Buhr on being proactive and looking at and raising the deductible on the library's building insurance which in turn will lower the premium.

Mrs. Buhr reported on monthly statistics.

M/S/P (Lasswell/Herring) to approve the Community Information Policy. On discussion, Mrs. Buhr reported that the community board has been up since before Thanksgiving and been running in beta version. She stated that she has checked with the staff and everything has been running fine. Mrs. Buhr stated that the board is on the wall above the coffee area.

M/S/P (Laredo/Lasswell) to approve the MaKey MaKey Lending Policy. On discussion, Mrs. Buhr reported that this a circulation policy and that the MaKey MaKey kits are considered equipment. She explained that they are like an invention kit which will circulate for seven days, with all the replacement costs clearly labeled.

M/S/P (Sherwood/Lasswell) to approve the revised 2016 holiday closing dates. On discussion, Mrs. Buhr reported that it was noted that traditionally when Christmas falls on a Sunday, the library has been closed on the following Monday.

M/S/P (Lasswell/Sherwood) to authorize the payment of the December bills on December 18, 2015.

M/S/P (Lasswell/Herring) to discuss and approve the staff holiday consideration. On discussion, Mrs. Cole reported that in the past the board has given gift cards to staff and she would like to continue.

M/S/P (Herring/Lasswell) to go into Executive Session at 6:15 p.m. to discuss 5 ILCS 120/2 c (3), the selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance. On roll call, all present voting yea.

M/S/P (Herring/Sherwood) to return to regular session at 6:33 p.m.

M/S/P (Laredo/Lasswell) to adjourn at 6:45 p.m.

Secretary

Approved as _____
January 25, 2016

Recorded by: Tamara A. Geier