

FONDULAC DISTRICT LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
February 27, 2017

Members of the Fondulac District Library Board of Trustees met in regular session on Monday, February 27, 2017. President Cole called the meeting to order at 6:01 p.m.

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

During public participation, Diane Soffiatti addressed the board stating that she will be retiring in March and wanted to thank the board for their support and for all that they do for the library. She stated that the library has been a great place to work and she has considered it her family.

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

Treasurer's Report:

GENERAL FUND CHECKING

01/30/17 Balance	812,829.80
01/05/17 IDES payment	(211.54)
01/30/17 Check issued – Smith insurance	(588.00)
01/31/17 Interest 185736	471.58
02/01/17 Transfer – Enterprise Fund to Checking	7.63
02/02/17 Deposit – Fines, fees, misc.	6,030.77
02/05/17 Waste Management payment	(206.05)
02/07/17 Ameren Illinois payment	(4,560.37)
02/07/17 Comcast Cable payment	(314.93)
02/07/17 Visa payment – Tammy	(709.18)
02/07/17 Visa payment – Genna	(664.88)
02/09/17 Checks issued – Payroll	(31,908.17)
02/14/17 Deposit – Fines, fees, misc.	3,348.55
02/22/17 Deposit – Fines, fees, misc.	776.75
02/23/17 Checks issued – Payroll	(31,844.48)
02/23/17 Deposit – Fines, fees, misc.	452.44
02/23/17 Amazon.com payment	(1,734.90)
02/24/17 Aflac payment	(217.74)
02/27/17 Checks issued – Bills	<u>(47,533.98)</u>
02/27/17 Balance	703,423.30

WORKING CASH FUND

01/30/17 Balance	209,469.77
01/31/17 Interest 185701	<u>89.76</u>
02/27/17 Balance	209,559.53

RESERVE FUND

01/30/17 Balance	1,842,812.89
01/31/17 Interest 185728	<u>789.63</u>
02/27/17 Balance	1,843,602.52

ENTERPRISE FUND

01/30/17 Balance	7.63
01/31/17 Interest 85698	0.00
02/01/17 Transfer – Enterprise Fund to Checking	<u>(7.63)</u>
02/27/17 Balance	0.00

Mr. Lasswell reported on the transfer from the enterprise fund to the checking account. He stated that this transfer closed the enterprise fund.

Mrs. Buhr stated that Entec had been in the library earlier in the day to try to figure out the cause of the squealing sound in the upper level. She stated that after some investigating, Entec discovered that the ductwork, which they originally thought could be the reason for the noise, is indeed lined, so that is not the cause. Mrs. Buhr stated that Entec's visit today was to do a mechanical diagnosis. She stated that they have determined that the noise is not coming from the motor or the variable frequency drive. The noise seems to happen in the economizing mode, which is when the unit is trying to pull 100% of outside air in at a fan speed of 70-90%. Entec feels the sound is because of suction due to a fine mesh screen that is on the end where the outside air feeds through, since the noise stopped when they took the screen away. Mrs. Buhr reported that the next step is for Entec to contact the manufacturer to look for other options that will not void the warranty.

Mrs. Buhr reported that the library has cancelled our Ask Away service. She reported that the library has had it since 2006 and the cost was around \$200 a year, this year the cost would have gone up to almost \$600 a year. Mrs. Buhr stated that looking back at the statistics, this service has been used 89 times since 2006. She reported that she will look into other integrative chat options to be utilized while the library is open for less than \$600 per year.

Mrs. Buhr reported on library statistics.

The board discussed donating to the ILA Library Luminary. This year the library's attorney has been nominated for his years of service to public libraries across Illinois. After some discussion, the board decided that if anyone would like to donate, it could be done on an individual basis.

M/S/P (Lasswell/Humphrey) to approve the Discipline and Open Door Policy. On discussion, Mrs. Buhr stated that after last month's meeting the board asked her to bring a copy of this policy to this meeting. She reported that she reviewed the current policy with the Management Association for legalities and suggestions. They said it was fine, but suggested that the word grievance be removed since that is more of a union term. They felt it was more of an open door policy. The Management Association recommended tweaking the policy for verbiage reasons. Mrs. Buhr stated that she doesn't have a specific proposal, and if the board is ok with the policy as it was, perhaps tweaking the verbiage to follow using the words open door. Mrs. Laredo asked if the only change is the title. Mrs. Buhr stated that there is no change in the intent, just verbiage.

M/S/P (Sherwood/Grose) to adjourn at 6:17 p.m.

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Secretary

Approved as \_\_\_\_\_  
March 27, 2017

Recorded by: Tamara A. Geier