

FONDULAC DISTRICT LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
March 30, 2015

Members of the Fondulac District Library Board of Trustees met in regular session on Monday, March 30, 2015. President Johnston called the meeting to order at 6:00 p.m.

On roll call the following members were present: Mrs. Cole, Mrs. Herring, Mrs. Humphrey, Mr. Johnston, Mr. Lasswell and Mr. Sherwood. Also present were Ms. Falasz-Peterson, Director and Mrs. Geier, Business Manager. Future board member, Lori Loreda, Jeff Bonick and Adam Pulley were in attendance. Mr. Hale was absent.

M/S/P (Lasswell/Sherwood) to approve the consent agenda, which includes the February board meeting minutes, the treasurer's report and the approval of bills. On discussion, Mr. Sherwood asked what the difference in services was between Central Cleaning Service and Vonachens. Ms. Falasz-Peterson explained that Central Cleaning Service is the company that the city hired to clean the atrium and meeting rooms and the library pays a portion of that bill and Vonachens is the company that cleans the library. Mr. Sherwood asked what the library purchased from Oberlander Electric. Ms. Falasz-Peterson explained that lighting was added at the staff entrance and at the dumpster area.

Treasurer's report:

GENERAL FUND CHECKING

02/23/15 Balance	538,308.30
02/23/15 Aflac payment	(212.58)
02/23/15 Wal-Mart payment	(530.67)
02/26/15 Checks issued – Payroll	(32,960.88)
02/28/15 Interest 185736	231.99
03/03/15 Amazon.com payment	(342.17)
03/05/15 Waste Management payment	(147.75)
03/09/15 Ameren Illinois payment	(6,479.05)
03/09/15 Comcast Cable payment	(294.85)
03/09/15 Credit Card payment – Tammy's card	(339.69)
03/09/15 Deposit – Replacement Tax	4,912.18
03/12/15 Checks issued – Payroll	(32,626.69)
03/12/15 Check issued – Moehle Law	(1,698.00)
03/12/15 Check issued – USPS	(200.00)
03/12/15 Deposit – Fines, fees, misc.	904.28
03/18/15 Deposit – Fines, fees, misc.	877.05
03/25/15 Aflac payment	(217.74)
03/26/15 Checks issued – Payroll	(32,671.38)
03/26/15 Deposit – City of E.P.	8,156.47

03/26/15 Deposit – Fines, fees, misc.	2,817.40
03/30/15 Checks issued – Bills	<u>(26,949.55)</u>
03/30/15 Balance	420,536.67

WORKING CASH FUND

02/23/15 Balance	207,882.26
02/28/15 Interest 185701	60.62
03/11/15 Deposit – To re-activate the account	<u>1.00</u>
03/30/15 Balance	207,943.88

RESERVE FUND

02/23/15 Balance	3,150,027.20
02/28/15 Interest 185728	<u>889.39</u>
03/30/15 Balance	3,150,916.59

ENTERPRISE FUND

02/23/15 Balance	27,234.30
02/28/15 Interest 185698	7.13
03/11/15 Deposit to activate the account	<u>1.00</u>
03/30/15 Balance	27,242.43

Ms. Falasz-Peterson stated that at a board meeting earlier this year, there had been some discussion on what to do with the capital reserve fund. She felt it would be helpful to have Jeff Bonick and Adam Pulley from CliftonLarsonAllen attend a meeting and discuss some suggestions regarding the reserve fund and the advantages to making extra payments towards the library’s bond debt.

Mr. Pulley passed out a handout with two “prepayment” scenarios. The first would have the board making one large “prepayment” and the second would be to make two extra “prepayments” per year. Mr. Pulley explained that both scenarios have advantages. The first scenario would save the library more money, but the second scenario would give the library a chance to re-evaluate where the library is financially in case there is an emergency or changes in legislation, before making an extra payment. The auditors stated that they feel the second scenario would be the best option.

Mrs. Cole asked if there was a penalty for paying down the debt early. Ms. Falasz-Peterson stated that there is not a penalty, but a letter must be submitted to the bank 20 days in advance, stating that the library intends to make an extra payment. She also stated that payments must be made in \$5,000 increments. Mr. Sherwood asked if the board had to decide on making an extra payment at any given time, or can the board decide to do so prior to the October date. Ms. Falasz-Peterson responded that the board could do that, but she was hoping the board would make a plan stating that the library would like to make additional payments,

re-evaluating every 6 months. Mr. Bonick did state that the library board should have a plan in place to reduce the debt. Mr. Lasswell asked Ms. Falasz-Peterson to bring a plan to the next board meeting. Ms. Falasz-Peterson also pointed out that the library has the Enterprise Fund, which could be used to pay down the debt.

Ms. Falasz-Peterson reported that the staff is preparing for the summer reading program. This year's program theme is Read to the Rhythm. She stated that the staff has several fun activities already planned, including live music on the Civic Plaza at the eastern end of the building.

Ms. Falasz-Peterson reported on a youth services program, 1,000 Books Before Kindergarten, which began in January 2014. She stated that as of December 2014, 26,400 books have been read and five kids have completed the program.

Ms. Falasz-Peterson reported that circulation has increased. She also stated that there has been an increase in fine payments. Ms. Falasz-Peterson attributes this increase to the self-pay system at the checkout desk.

Ms. Falasz-Peterson informed the board that there will be a \$9,834.78 decrease in the levy due to a mistake at the assessor's office.

Ms. Falasz-Peterson reported that construction of city hall has started. She stated that the main entrance from Washington Street is closed, but the handicapped side of the entrance closest to the meeting rooms is now open.

Ms. Falasz-Peterson reported that as per a suggestion from the police chief, we will be testing the duress alarms at each service desk. She also reported that lighting has been added on the Richland Street side of the building and that she is looking into adding an exterior camera on the Richland Street side.

Ms. Falasz-Peterson has been working with Jane Bach-Brummitt and Beth Reusch from the Peoria Art Guild to find art for over the fireplace using the Bahnfleth memorial. Ms. Falasz-Peterson brought some samples to show the board. The board chose two pieces for the fireplace area. The board also discussed the gift of a framed photo from the East Peoria Rotary Club. The Rotary Club would like to donate this to be displayed in the library. The board felt that may not be an appropriate gift. Ms. Falasz-Peterson suggested she offer a display case for the club to highlight the organization.

M/S/P (Sherwood/Cole) to approve Resolution #15-282. On discussion, Ms. Falasz-Peterson stated that this resolution was recommended by IMRF after the audit. She explained that this resolution would be retroactive to January 1974, which is when the library started participating in IMRF and allows the library to exempt IMRF from taxes per the tax code.

M/S/P (Lasswell/Herring) to accept the auditor's recommendation regarding the reserve fund.

M/S/P (Lasswell/Cole) to table the previous motion until the April board meeting.

M/S/P (Sherwood/Lasswell) to adjourn the meeting at 6:38 p.m.

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Secretary

Approved as \_\_\_\_\_  
April 27, 2015

Recorded by: Tamara A. Geier