

FONDULAC DISTRICT LIBRARY
 BOARD OF TRUSTEES
 MINUTES OF THE REGULAR MEETING
 April 24, 2017

Members of the Fondulac District Library Board of Trustees met in regular session on Monday, April 24, 2017. President Cole called the meeting to order at 6:03 p.m.

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

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

Treasurer's report:

GENERAL FUND CHECKING

03/27/17 Balance	618,349.32
03/08/17 Voided check 29028	62.07
03/28/17 Aflac payment	(217.74)
03/31/17 Interest 185736	382.44
04/04/17 Deposit – Fines, fees, misc.	2,309.93
04/04/17 Deposit – City of East Peoria	8,175.98
04/05/17 Ameren Illinois payment	(4,378.61)
04/05/17 Comcast Cable payment	(302.53)
04/05/17 Waste Management payment	(204.13)
04/06/17 Check issued – Smith BlueCross/BlueShield	(598.00)
04/06/17 Checks issued – Payroll	(33,546.44)
04/07/17 Deposit – Replacement Taxes	(30,075.27)
04/10/17 Visa payment – Genna's card	(1,309.26)
04/10/17 Visa payment – Tammy's card	(362.93)
04/11/17 Deposit – Fines, fees, misc.	909.55
04/20/17 Checks issued – Payroll	(31,192.18)
04/20/17 Amazon.com payment	(244.65)
04/21/17 Deposit – Fines, fees, misc.	1,114.80
04/24/17 Checks issued – Bills	<u>(37,360.69)</u>
04/24/17 Balance	551,662.20

WORKING CASH FUND

03/27/17 Balance	209,639.91
03/31/17 Interest 185701	<u>89.03</u>
04/24/17 Balance	209,728.94

RESERVE FUND

03/27/17 Balance	1,844,309.66
03/31/17 Interest 185728	<u>783.20</u>
04/24/17 Balance	1,845,093.86

Mrs. Buhr reported that Elizabeth Anderson attended the career fair at the high school. She stated that Miss Anderson had very positive comments and felt it was something the library should participate in again.

Mrs. Buhr stated that Wil Helmick is gathering data for the maintenance/replacement schedule.

Mrs. Buhr informed the board that after some review, she is hoping to bring a revision of the Purchasing and Bidding Policy to the next meeting. Mrs. Buhr stated that the current policy has not been updated since 1999, except for an addendum that allowed the previous director to approve change orders during the construction of the new library. Mrs. Buhr reported that as written, the current policy would not allow her to make several purchases that are needed just to keep the library running, without board approval.

Mrs. Buhr reported on library statistics.

M/S/P (Sherwood/Humphrey) to discuss the board vacancy. On discussion, Mrs. Cole stated that during the election process, Mr. Lasswell was elected to a six year term and Ron Cadwalader was elected to fill a two year term. Mrs. Cole stated that there is still a six year term to fill. Her recommendation would be to appoint Mr. Grose to fill the board vacancy. Mrs. Cole stated that it would be an appointment for two years, until the next election. Mrs. Cole asked Mr. Grose if he would be interested in filling the vacancy. Mr. Grose stated that he would be interested. All board members present voted to appoint Mr. Grose.

M/S/P (Laredo/Sherwood) to approve the revision to the Personal Time Policy. On discussion, Mrs. Buhr stated that this change came about when the holiday schedule was presented in the fall. At that time the board discussed the Thanksgiving holiday and decided that instead of being closed for the whole weekend as in the past, the library would be open and in its place, give full time staff an additional eight hours personal time and part time staff four hours personal time.

Mrs. Cole reminded the board that next month's meeting is the annual meeting where the new trustees will be seated and new officers will be elected. She asked that each board member consider becoming an officer or think about who they would like to see as an officer.

M/S/P (Laredo/Sherwood) to adjourn the meeting at 6:22 p.m.

Secretary

Approved as _____
May 22, 2017

Recorded by: Tamara A. Geier