

FONDULAC DISTRICT LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
September 26, 2016

Members of the Fondulac District Library Board of Trustees met in regular session on Monday, September 26, 2016. President Cole called the meeting to order at 6:00 p.m.

On roll call the following members were present: Mrs. Cole, Mr. Grose, Mrs. Herring, Mrs. Humphrey, Mrs. Laredo, Mr. Lasswell and Mr. Sherwood. Also present were Mrs. Buhr, Director and Mrs. Geier, Business Manager. Also in attendance to answer any questions regarding the solar project that was discussed at the August meeting were Steven Smith, Dan Griffin, Bob Jorgensen and Joyce Harant.

On public participation, Mrs. Buhr stated that the information the board requested her to get regarding the solar project was in the board packet, absent two questions to which she did not receive answers. Mr. Griffin addressed the two questions and informed the board that when the system is working, all the solar power is used first and any additional power would come from the utility. Mr. Griffin stated that as far as emergency issues, the system is monitored, so if something would happen a text message is sent to someone and power would be lost. He stated that once it's down, if it's a firmware problem it can be fixed via Internet. If it's a mechanical problem, it can be diagnosed online, and parts can be ordered and then a repairperson sent to get it back up and running. Mr. Smith reported that the system must have a manual disconnect as per Ameren Illinois rules.

Mrs. Buhr asked if any of the solar group wanted to speak on who the agreements would be between. Mr. Jorgensen stated that he has a group of investors that would have a contract with the library. He stated that Mr. Griffin and Mr. Smith are going to help the investors with a standard contract for library and attorney review. Mrs. Buhr asked if the intent of the contract was for it to be between the library and the group of investors as a legally formed entity or is it a contract between the library and an individual. Mr. Smith stated that he believes the group will consist of Mr. Jorgensen, who has a group of investors. Mrs. Buhr confirmed that the contract would be between the library and Mr. Jorgensen as a person. Mr. Smith stated that yes and that Mr. Jorgensen will also hold a contract with Farnsworth Clean Energy Design.

Mrs. Cole thanked the group for coming and stated that the board will discuss this matter and decide what they want to do. Ms. Harant asked what the board felt its time frame is on making a decision as it will impact the investors. Mr. Lasswell asked what the group wanted to see as a time frame. Mr. Smith stated that it would be beneficial for all parties to have the system up and installed prior to mid-December. He also stated that it would be very beneficial to the investors. Mr. Lasswell stated that the soonest the library board could take action on this matter would be at the October meeting. Mr. Jorgensen stated that they are going to start getting contracts prepared and be ready to have things signed and ready to go at the end of October. Mrs. Cole asked that assuming the contracts can be worked out, has the city said yes to this project yet. Mr. Smith stated they have not officially. Mrs. Buhr stated that she is unclear on if they have to agree, since the electricity comes through our building.

On discussion, Mr. Lasswell stated that after thinking about it for a month, he would support the project. Mrs. Cole stated that she loves the idea of using renewable energy and feels the library would set a wonderful example to other businesses. Mrs. Humphrey expressed some concern about Mr. Jorgensen's investment group. Mrs. Cole stated that if they draw up a contract and the library's attorney approves it, she would be fine. Mrs. Humphrey and Mrs. Laredo question what would happen to the project if Mr. Jorgensen's investors were to back out. Mrs. Laredo feels that the architect should be involved as well as the roofing company. Mrs. Laredo stated that she would like to see the mayor or city administrator attend a meeting and say that they endorse the project. Mrs. Laredo stated that she is not comfortable with the group asking the library to escalate the time frame to accommodate them or the group won't get financing. Mr. Lasswell stated that if the board decides to move forward with this project, he would like to see the library plan for the outright purchase of the system by starting a special fund.

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

Treasurer's Report:

GENERAL FUND CHECKING

08/29/16 Balance	630,769.69
08/31/16 Interest 185736	317.12
09/02/16 Ameren Illinois payment	(3,515.13)
09/02/16 Comcast Cable payment	(299.27)
09/06/16 Waste Management payment	(201.99)
09/08/16 Checks issued – Payroll	(30,859.24)
09/14/16 Visa payment – Tammy's card	(80.00)
09/14/16 Visa payment – Genna's card	(72.36)
09/15/16 Deposit – Fines, fees, misc.	608.19
09/16/16 Deposit – County Taxes	600,955.99
09/20/16 Deposit – Fines, fees, misc.	529.74
09/22/16 Checks issued – Payroll	(31,904.85)
09/22/16 Deposit – Fines, fees, misc.	512.85
09/22/19 Check issued – Postmaster	(1,000.00)
09/22/16 Amazon.com payment	(761.74)
09/26/16 Checks issued – Bills	<u>(39,051.09)</u>
09/26/16 Balance	1,125,947.91

WORKING CASH FUND

08/29/16 Balance	209,206.11
08/31/16 Interest 185701	<u>71.85</u>
09/26/16 Balance	209,206.11

RESERVE FUND

08/29/16 Balance	1,851,979.32
08/31/16 Interest 185728	<u>636.27</u>
09/26/16 Balance	1,852,615.59

ENTERPRISE FUND

08/29/16 Balance	17,858.78
08/31/16 Interest 185698	<u>6.14</u>
09/26/16 Balance	17,864.92

Mrs. Buhr reported that National Friends of the Library week is October 17. She stated that on October 19, representatives from the friends group will be presenting a donation to the library and would like a board member present to accept the donation. Mrs. Buhr reported that one of the library's younger patrons will also have a lemonade stand that day to make money for the library. Mrs. Buhr also reported that at the October 18 city council meeting the mayor will read a proclamation recognizing our friends group.

Mrs. Buhr informed the board that she attended a meeting with representatives from ICC, Caterpillar Foundation, ELITE, and the East Peoria Chamber regarding a potential CAT Foundation funded GED reentry course that would be hosted by the library. She stated that part of the project includes the library storing a computer cart and 20-25 laptops, which the library would also have access to for programming.

Mrs. Buhr reported that the Children's Department has started reaching out to local preschools to do story times. She stated that they have visited 12 classes at three different preschools.

Mrs. Buhr reported on statistics. She stated that the air quality monitors have been very popular and have many holds on them.

M/S/P (Sherwood/Laredo) to approve the Art Commission.

M/S/P (Lasswell/Humphrey) to approve cleaning service. Mrs. Buhr stated that she included in the board packet a proposal for a new janitorial service. She reported that she doesn't feel the current service is consistent, so would like to try a different service.

M/S/P (Sherwood/Grose) to adopt Levy Ordinance #16-290. On roll call, all present voting yea.

M/S/P (Lasswell/ Sherwood) to approve the proposed 2017 board meeting dates.

M/S/P (Laredo/Herring) to approve the proposed 2017 holidays. On discussion, Mr. Lasswell asked why the library is still closed the whole Thanksgiving weekend, since the Festival of Lights Parade does not come by the library. Mrs. Buhr stated that it was her understanding that the staff was given the Thanksgiving weekend off several years ago, when the board decided to be open on some of the other holidays that the library had previously been closed. After some discussion, the board felt the library should be open the Saturday and Sunday after Thanksgiving.

M/S/P (Lasswell/Herring) to amend the previous motion to approve the proposed holiday closing dates with the following changes: to continue to close at 5:00 p.m. the Wednesday before Thanksgiving, be closed Thanksgiving Day and the Friday after, but be open regular hours on Saturday and Sunday. In lieu of those days, full time staff will receive one additional personal day and part time staff will receive 4 hours personal time.

M/S/P (Sherwood/Lasswell) to approve the completion of the trustee requirements for the FY2017 per capita grant. On discussion, Mrs. Buhr reported that this year's requirement is to show the library's ability to meet the needs of the community as a provider of educational programs and training opportunities and the ability to integrate new technologies. She stated that funds are allocated each year for patron programming which includes educational programs for all ages as well as hands-on workshops and training opportunities. The staff either leads these programs or engages outside organizations to offer programming opportunities. The library supports training opportunities through online resources and responds to community input. Mrs. Buhr reported that the library integrates new technologies in our offerings to all ages including computer workshops and 3D design and printing workshops. The library also fosters resource sharing through RSA. Mrs. Buhr feels that all the requirements are being met.

M/S/P (Lasswell/Sherwood) to approve the library contribution to the Reading Gardens/Civic Plaza Construction. On discussion, Mrs. Buhr stated that she has put together a list of participation scenarios. She stated that she has spoken with Jane Bach-Brummitt regarding using a portion of the Bahnfleth memorial for part of the reading garden construction. Ms. Bach-Brummitt agreed that it would be a good use of some of the donation. Mr. Lasswell asked how much the board was wanting to donate. Mr. Sherwood stated he thought the board had agreed on an amount at the last board meeting. Mrs. Cole stated that without a motion last month, she felt the board was leaning towards a \$50,000 donation.

M/S/P (Lasswell/Sherwood) to adjourn the meeting at 7:37 p.m.

Secretary

Approved as _____
October 31, 2016

Recorded by: Tamara A. Geier