

FONDULAC DISTRICT LIBRARY  
 BOARD OF TRUSTEES  
 BUDGET AND APPROPRIATION HEARING  
 AND  
 MINUTES OF THE REGULAR MEETING  
 August 26, 2019

President Sherwood called the Budget and Appropriation Hearing to order at 5:45 p.m. Members present were: Mr. Cadwalader, Mrs. Cole, Mrs. Humphrey, Mr. Lasswell and Mr. Sherwood. Also present were Mrs. Buhr, Director and Mrs. Geier, Business Manager. Mr. Grose arrived at 5:49 p.m. Frank Borrer, a member of the public, was also in attendance. M/S/P (Lasswell/Grose) to close the Budget and Appropriation Hearing at 6:00 p.m.

Members of the Fondulac District Library Board of Trustees met in regular session on Monday, August 26, 2019. President Sherwood called the meeting to order at 6:00 p.m.

On roll call the following members were present: Mr. Cadwalader, Mrs. Cole, Mr. Grose, Mrs. Humphrey, Mr. Lasswell, and Mr. Sherwood. Also present were Mrs. Buhr, Director and Mrs. Geier, Business Manager. Also, in attendance was Mr. Frank Borrer, a member of the public.

M/S/P (Cadwalader/Humphrey) to approve the consent agenda which includes the July board meeting minutes and approval of bills.

Treasurer's Report:

GENERAL FUND CHECKING

07/29/19 Balance	837,852.05
07/30/19 Deposit – Fines, fees, misc.	3,357.04
07/31/19 Interest 185736	1,419.07
08/06/19 Ameren Illinois payment	(7,506.24)
08/06/19 Comcast Cable payment	(328.13)
08/08/19 Checks issued – Payroll	(34,864.32)
08/09/19 Deposit – Replacement Tax	2,203.79
08/12/19 Visa payment – Tammy's card	(622.65)
08/12/19 Visa payment – Genna's card	(964.18)
08/15/19 Deposit – Fines, fees, misc.	436.60
08/19/19 Waste Management payment	(185.34)
08/20/19 Amazon.com payment	(2,394.49)
08/21/19 Deposit – Fines, fees, misc.	4,033.01
08/22/19 Checks issued – Payroll	(34,265.19)
08/23/19 Aflac payment	(202.28)
08/26/19 Checks issued – Bills	<u>(69,545.86)</u>
08/26/19 Balance	698,422.88

WORKING CASH FUND

07/29/19 Balance	215,637.93
07/31/19 Interest 185701	<u>292.44</u>
08/26/19 Balance	215,930.37

RESERVE FUND

07/29/19 Balance	1,875,214.25
07/31/19 Interest 185728	<u>2,543.10</u>
08/26/19 Balance	1,877,757.35

Mrs. Buhr reported that the final audit for FY19 was delivered earlier in the day. She reported that all board members received a copy at this meeting and it will be an agenda item at the September meeting.

Mrs. Buhr reported that the library is now exhibiting the art work of Alexander A. Martin in the second floor Alcove as well as the display case on the lower level. He is an adjunct professor at Bradley University.

Mrs. Buhr reported that September is national library card sign-up month. She stated that Mayor Kahl will read a proclamation declaring September National Library Card Sign-up Month at the September 3 East Peoria City Council meeting.

Mrs. Buhr reported on monthly statistics. She stated that in the board packet she also included the Annual Report comparison as well as the Summer Reading statistics. Mrs. Buhr reported that the summer reading participants and the hours read were up from last year's program.

Mrs. Buhr reported that part of her approved goals was to work on a benchmarking/compensation structure development project. She reported that she has received and distributed the final report to the board. Mrs. Buhr, Mr. Sherwood and Mr. Cadwalader will participate in a final call with HR Source on Wednesday, August 28. Mrs. Buhr stated that she was not surprised by the results. Mr. Sherwood stated that he liked the strategies HR Source recommended for staff that is outside the proposed scale. Mrs. Buhr explained that the document has been aged so that it reflects what salaries are expected to be as of January 1, 2020, when the minimum wage increase takes effect. Mrs. Buhr stated that before she can move on, she needs a consensus from the board on what their goals are and how they would like her to move forward. She stated that she did build the January minimum wage increase into this year's budget. After more discussion, Mrs. Buhr asked the board for direction on how to proceed and if they had any questions she can pass along to HR Source during their upcoming phone call. Mr. Lasswell stated that he would like Mrs. Buhr to create a proposal of how she would like to proceed and how she would implement her plan.

M/S/P (Lasswell/Cole) to adopt Budget and Appropriation Ordinance #19-303. On roll call all present voting yea.

M/S/P (Grose/Lasswell) to approve the revision of the Freedom of Information Act Policy.

M/S/P (Lasswell/Cadwalader) to move into Executive Session at 6:26 p.m. in compliance with 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 (Lasswell/Cole) to move out of Executive Session at 7:01 p.m. On roll call all present voting yea.

Mr. Sherwood stated that the board will hold a special meeting on Monday, September 16, 2019, at 6:00 p.m. to interview prospective board members.

On closing comments, Mrs. Cole asked if the board would be discussing the new Employee Handbook at the September meeting. Mrs. Buhr stated that she and the managers are still reviewing it and that she hopes to be further along by next month. She stated that she will let the board know if it will be a discussion point.

M/S/P (Cole/Lasswell) to adjourn the meeting at 7:04 p.m.

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Secretary

Approved as \_\_\_\_\_  
September 30, 2019