

Lillie M. Evans Library District  
Meeting of the Board of Trustees  
July 19, 2018 at 6:00 p.m.

The Lillie M. Evans Library Board was called to order at 6:00 p.m. on Thursday, July 19, 2018. Diane Smith, Ellen Cluskey, Teresa Bouton, and Gayle Johnson-Brackett were present. Joanne Cox and Deb Givens were absent. Director Beth Duttlinger was also present.

**Comments or questions to the Board – None**

**Minutes -**

- A. The minutes from the June 14, 2018 meeting were read. Ellen Cluskey made a motion to accept the minutes, seconded by Teresa Bouton. All ayes, motion carried.
- B. The minutes from the Inspiration Celebration held on June 27, 2018, were read. A motion was made by Ellen Cluskey and seconded by Diane Smith to accept the minutes. All ayes, motion carried.

**Correspondence and Communication - None**

**Committee Reports**

- A. Finance – No report.
- B. House and Grounds – No report.
- C. Policy - No report.
- D. Personnel – No report.

**Financial Report**

- A. Approval of June expenditures –Teresa Bouton made a motion, seconded by Ellen Cluskey, to approve the June expenditures. Roll Call: Ellen Cluskey, aye, Teresa Bouton, aye, Diane Smith, aye, and Gayle Johnson-Brackett, aye. All ayes, motion carried.
- B. End of the year transfers:
  - a. Diane Smith made a motion, seconded by Teresa Bouton, to transfer \$22.57 interest from the Working Cash fund to the Corporate fund effective June 30, 2018. All ayes, motion carried.
  - b. Teresa Bouton made a motion, seconded by Ellen Cluskey to transfer 10% of the director’s salary (\$5529.99) from the Corporate fund to the Torte fund for safety items effective June 30, 2018. All ayes, motion carried.
  - c. Diane Smith made a motion, seconded by Ellen Cluskey, to transfer 10% of the Maintenance salary (\$1,395.74) from the Maintenance fund to the Torte fund for safety items effective June 30, 2018. All ayes, motion carried.

- d. Teresa Bouton made a motion, seconded by Diane Smith, to transfer \$175.16 from the Corporate fund to the IMRF fund effective June 30, 2018. All ayes, motion carried.
- e. Ellen Cluskey made a motion, seconded by Diane Smith, to transfer \$4,489.29 from the Corporate fund to the Torte fund effective June 30, 2018. All ayes, motion carried.
- f. Diane Smith made a motion, seconded by Teresa Bouton, to transfer \$29,636.43 from the Corporate fund to the Maintenance fund effective June 30, 2018. All ayes, motion carried.

**Directors Report** - on file at the library.

**Friends of the Library report**

- A. Preparations are underway for the annual book sale, to be held July 30 – August 25. Set up will be July 27. Ads have been placed in The Shopper and The Weekly Post newspapers.

**Unfinished Business**

- A. Bike the Trail Library to Library – Peoria Heights Library has joined the program. More details are included in the director’s report.
- B. Illinois Bicentennial – Programs are in the planning stage.
- C. Inspiration Celebration – Ellen Cluskey made a motion, seconded by Diane Smith, to accept the minutes of the Inspiration Celebration. All ayes, motion carried.
- D. Budget and Appropriations Ordinance – The annual hearing will be held at 6:45 on Sept. 13, 2018 in the meeting room of the library.

**New Business**

- A. Board Vacancy – A replacement is needed for one seat.
- B. Trustee Facts File Chapter 12, Advocacy, was reviewed.

**Comments to guide future agendas** - None

**Adjournment** – Teresa Bouton made a motion, seconded by Ellen Cluskey, to adjourn the meeting at 6:34. All ayes, motion carried.

The Joint Board meeting is tonight (7/19/18) at 7pm. The next board meeting will be August 9, 2018, at 7:00 p.m. at the library.

Respectfully submitted,

Gayle Johnson-Brackett, Secretary pro tem