

Lillie M. Evans Library District  
Meeting of the Board of Trustees  
July 20, 2017 at 6:00 p.m.

The Lillie M. Evans Library Board was called to order at 6:02 p.m. on Thursday, July 20, 2017. Diane Smith, Ellen Cluskey, Gary Kratzer, and Gayle Johnson-Brackett were present. Joanne Cox and Mary Lou Hott were absent. Director Beth Duttlinger was also present. Deb Givens arrived at 6:04 p.m.

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

**Oath of Office and OMA Certification** – The oath of office was administered to Gary Kratzer. Joanne Cox and Gary Kratzer need to take their Open Meeting Acts Certification.

**Minutes**

- A. The minutes from the June 8, 2017 meeting were read. Ellen Cluskey made a motion to accept the minutes, seconded by Diane Smith. All ayes, motion carried.
- B. The minutes from the Inspiration Celebration held on June 27, 2017, were read. A motion was made by Diane Smith, seconded by Gary Kratzer, to accept the minutes. All ayes, motion carried.

**Correspondence and Communication**

- A. The RAILS Systems Standards have been revised effective June 16, 2017.
- B. The LME staff sent a thank you note for the Inspiration Celebration.
- C. Phil Lenzini, LME's attorney, has been nominated as an Illinois Library Luminary.
- D. A copy of a letter sent to the architects by the HVAC subcontractor regarding details of payments was read and discussed.

**Committee Reports**

- A. Finance – No report.
- B. House and Grounds
  1. A fence is being installed on the property north of the new addition.
  2. The contractors will be hanging the sign from Harvey Stahl's building in the new meeting room.
- C. Policy - No report.
- D. Personnel – No report.

**Financial Report**

- A. Approval of June expenditures – Ellen Cluskey made a motion, seconded by Gary Kratzer, to approve the June expenditures. Roll Call: Ellen Cluskey, aye, Gary Kratzer, aye, Diane Smith, aye, Deb Givens, aye, and Gayle

- Johnson-Brackett, aye. All ayes, motion carried.
- B. End of the year transfers will be deferred until the August meeting.

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

**Friends of the Library report**

- A. Preparations are underway for the annual book sale, to held July 31 – August 26. Set up will be July 28.

**Unfinished Business**

- A. Princeville Library's 90<sup>th</sup> anniversary programs are now finished until September. Programs for that month include a drone aircraft discussion and demonstration (Sept. 7 at 6:30), a family movie night (Sept. 11 at 6:30), an ice cream social/concert (late September), and a book discussion (Sept. 28 at 3:00).
- B. Budget and Appropriations Ordinance – The annual hearing will be held at 6:45 on Sept. 14, 2017 in the meeting room of the library.
- C. The director's evaluation will be discussed at the August meeting.

**New Business**

- A. Long Range Planning – No activity at the present time.
- B. Serving Our Public 3.0 – Chapter 10, Marketing, Promotion and Collaboration, was reviewed.

**Comments to guide future agendas** - None

**Adjournment** – Ellen Cluskey made a motion, seconded by Diane Smith, to adjourn the meeting at 6:43. All ayes, motion carried.

The next board meeting will be August 10, 2017, at 7:00 p.m. at the library.

Respectfully submitted,

Gayle Johnson-Brackett, Secretary pro tem