

Lillie M. Evans Library District  
Meeting of the Board of Trustees  
August 10, 2017 at 7:00 p.m.

The Lillie M. Evans Library Board was called to order at 7:02 p.m. on Thursday, August 10, 2017. Diane Smith, Ellen Cluskey, Mary Lou Hott, and Gayle Johnson-Brackett were present. Joanne Cox, Deb Givens and Gary Kratzer were absent. Director Beth Duttlinger was also present.

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

**Minutes**

- A. The minutes from the July 20, 2017 meeting were read. Mary Lou Hott made a motion to accept the minutes, seconded by Ellen Cluskey. All ayes, motion carried.
- B. The minutes from the July 20, 2017, Joint Board meeting of the Village Board, School Board, and Library Board were read. A motion was made by Diane Smith, seconded by Mary Lou Hott, to accept the minutes. All ayes, motion carried.

**Correspondence and Communication**

- A. A letter from the Secretary of State was received stating that all talking book services will now be located at the State Library due to funding issues.

**Committee Reports**

- A. Finance – No report.
- B. House and Grounds
  - 1. Construction progress was reviewed. Details are in the Director's report on file at the library.
  - 2. Dates for the Open House for the new addition were discussed. We are targeting the week of October 23 for the Open House with preference for that Monday, October 23 (4-6pm).
- C. Policy - No report.
- D. Personnel – No report.

**Financial Report**

- A. Approval of July expenditures – Ellen Cluskey made a motion, seconded by Diane Smith, to approve the July expenditures. Roll Call: Ellen Cluskey, aye, Diane Smith, aye, Mary Lou Hott, aye, and Gayle Johnson-Brackett, aye. All ayes, motion carried.
- B. Mary Lou Hott made a motion, seconded by Diane Smith, to transfer \$60.38 from interest in the working cash fund into the corporate fund effective June 30, 2017. All ayes, motion carried.
- C. Diane Smith made a motion, seconded by Ellen Cluskey, to transfer 10% of Director Duttlinger's salary (\$5,414.00) from the corporate fund to the torte fund effective June 30, 2017. All ayes, motion carried.
- D. Ellen Cluskey made a motion, seconded Mary Lou Hott, to transfer 10% of Harold's salary (\$1,001.50) from the corporate fund to the torte fund effective June 30, 2017. All ayes, motion carried.

- E. Mary Lou Hott made a motion, seconded by Diane Smith, to transfer \$3,976.55 from the corporate fund into the torte fund effective June 30, 2017. All ayes, motion carried.
- F. Diane Smith made a motion, seconded by Ellen Cluskey, to transfer \$29,636.43 from the corporate fund into the maintenance fund effective June 30, 2017. All ayes, motion carried.
- G. Mary Lou Hott made a motion, seconded by Ellen Cluskey, to close the Peck Memorial Fund of \$69,666.21 effective August 7, 2017. All ayes, motion carried.

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

**Friends of the Library report**

- A. The annual book sale is off to a record-breaking start. Sales as of Aug. 10, 2017, were approximately \$1,100.00

**Unfinished Business**

- A. Princeville Library's 90<sup>th</sup> anniversary programs for September are: drone aircraft discussion and demonstration (Sept. 7 at 6:30), a family movie night (Sept. 11 at 6:30), ice cream social/concert (Sept. 17 at 3:00) and a book discussion (Sept. 28 at 3:00).
- B. Budget and Appropriations Ordinance – A draft of the ordinance was discussed. 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 was tabled until September.

**New Business**

- A. The IPLAR report is being finalized, and the Minutes Audit required for the IPLAR report will be done on Aug. 14 by Diane Smith and Ellen Cluskey.
- B. Long Range Planning – The next step is planned for October.
- C. Serving Our Public 3.0 – Chapter 11, System & ILINET Membership Responsibilities, was reviewed. The library meets all requirements.

**Comments to guide future agendas** – None

**Adjournment** – Mary Lou Hott made a motion, seconded by Ellen Cluskey, to adjourn the meeting at 8:31. All ayes, motion carried.

The next board meeting will be Sept. 14, 2017, at 7:00 p.m. at the library.

The Budget and Appropriations Hearing will be held Sept. 14, 2017, at 6:45 p.m. at the library.

Gayle Johnson-Brackett, Secretary pro tem