

Lillie M. Evans Library District
Meeting of the Board of Trustees
July 14th, 2016 at 7:00 p.m.

The Lillie M. Evans Library Board was called to order at 7:02 p.m. on Thursday, July 14th, 2016 by President Gayle Johnson-Brackett. Joanne Cox, Gary Kratzer, Director Beth Duttlinger, Ellen Cluskey, Gayle Johnson-Brackett, Diane Smith, Mary Lou Hott, and Deb Givens were present.

Comments or questions to the Board – none.

Minutes

- A. The minutes of the July 9th, 2016 meeting were read. Mary Lou Hott made a motion to accept the minutes as corrected, seconded by Ellen Cluskey. All ayes, motion carried.
- B. Joanne Cox made a motion to accept the minutes of the June 21st, 2016 Inspiration Celebration, seconded by Diane Smith. All ayes, motion carried.

Correspondence and Communication

- A. The staff gave us a thank you for the food the board members provided for the Inspiration Celebration.

Committee Reports

- A. Finance
- B. House and Grounds
 - 1. Grant checklists – Beth will email the grant requirements to the architects.
 - 2. TIF Intergovernmental Agreement – the agreement is finalized and signed.
 - 3. Loan proposals from banks – Beth is to start negotiations with the bank with the lowest rate.
 - 4. Architectural Contract –under negotiation.
 - 5. Library Expansion and donation web pages – will be putting on the website.
- C. Policy – none
- D. Personnel – none

Financial Report

- A. Approval of June expenditures. Ellen Cluskey made a motion to approve the June expenditures, seconded by Mary Lou Hott. Roll call: Joanne Cox, aye, Gary Kratzer, aye, Gayle Johnson-Brackett, aye, Ellen Cluskey, aye, Diane Smith, aye, Mary Lou Hott, aye, and Deb Givens, aye. All ayes, motion carried.
- B. Budget and Appropriation Ordinance –Have draft. Will have the hearing date before our September 8th meeting.
- C. End of the year transfers. Joanne Cox made a motion, seconded by Gary Kratzer to move \$6344.00 from Corporate to Torte. All ayes, motion carried.

Mary Lou Hott made a motion, seconded by Ellen Cluskey to move \$30.77 from Working Cash to Corporate. All ayes, motion carried.

Diane Smith made a motion, seconded by Mary Lou Hott to move \$1580.46 from Corporate to Social Security. All ayes, motion carried.

Gary Kratzer made a motion, seconded by Ellen Cluskey to move \$5938.71 from Corporate to IMRF. All ayes, motion carried.

Joanne Cox made a motion, seconded by Diane Smith to move \$9074.78 from Corporate to Torte. All ayes, motion carried.

Mary Lou Hott made a motion, seconded by Joanne Cox to move \$6.39 from Corporate to Worker's Comp. All ayes, motion carried.

Ellen Cluskey made a motion, seconded by Gary Kratzer to move \$2251.58 from Corporate to Maintenance. All ayes, motion carried.

Directors Report – on file at the library.

Friends of the Library report – The book sale will be from August 1st until August 27th.

Unfinished Business

- A. Inspiration Celebration – continue to have it.
- B. Job Descriptions – in progress.
- C. Director's evaluation – The director's evaluation was completed at this meeting.

New Business

- A. Joint Board meeting on July 21st. Meeting has been changed to the Jr/Sr High.
- B. Short takes for Trustees – Succession Planning and New Board Orientation – viewed the video.

Comments to guide future agendas – none

Adjournment – Diane Smith made a motion, seconded by Ellen Cluskey, to adjourn the meeting at 8:57. All ayes, motion carried.

Joint Board meeting will be on July 21, 2016 at 7:00 pm at the Princeville Jr/Sr High School.
Regular board meeting will be on August 11th, 2016 at 7:00 p.m.

Respectfully submitted,

Deb Givens, Secretary