

DRAFT

**MINUTES
WOOD RIVER PUBLIC LIBRARY BOARD OF TRUSTEES MEETING**

DATE: **May 27, 2010**

TIME: 6:00 PM

PLACE: Wood River Public Library

I. CALL TO ORDER AND ROLL CALL

Mary Smith, President, called the meeting to order at 6:01 PM.

Members present:

Linda Duncan
Harry Feuquay
Gail Keefe
Mary Smith
Shelly Steward
Dolores Studnicki

Members absent:

Allen Lamar
Kay Shewmake
Steve Winnett

Others present:

Diane Steele, Library Director
Cheryl Maguire, City Councilwoman

A quorum was established.

II. APPROVAL OF MINUTES

29 April 2010

A motion was made by Harry Feuquay and seconded by Gail Keefe to:

APPROVE THE MINUTES AS PRESENTED.

Motion carried.

III. FINANCIAL MATTERS

A. Approval of Expenditures – the expenditures were reviewed in detail separating FY2009-10 disbursements from FY2010-11 disbursements. An encumbrance for the alarm system installation was also included in the total reviewed.

A motion was made by Gail Keefe and seconded by Dolores Studnicki to:

**APPROVE THE EXPENDITURES IN THE AMOUNT OF \$44,646.00
(FY2009-10 \$33,884.85 & FY2010-11 \$10,761.15)**

A Roll Call vote was taken.

All ayes. Motion carried.

B. Financial Reports – Diane reported on the financial reports, FY2009-10 1st Close & 2nd Close, which reflected most of the year end entries for FY2009-10.

A motion was made by Harry Feuquay and seconded by Dolores Studnicki to:

**PLACE THE FY2009-10 APRIL FINANCIAL STATEMENTS (1st
CLOSE
& 2nd CLOSE) ON FILE.**

Motion carried.

C. Monthly Interest Report – The monthly interest made from the General, Working Cash and Special Reserve account was reported.

IV. REQUEST BY PRESIDENT FOR:

A. Citizen comments/communications – Cheryl Maguire reported on the upcoming events being held by the City (June 18th – Bike Ramble and July 11th – Ice Cream Social). She also reported that Jimmy John's is coming to Wood River and Porky's has been purchased.

B. Committee Reports – there were no reports

C. Library Director’s Report – Diane shared the following:

Ø Letters received from Tina Hubert, LCLS Director. Tina will be leaving the System as of June 30th to be the director of Six Mile Regional Library District. The lack of state funding has led to cutting services at the System which leaves delivery, the shared automation database (GateNet) and technology in place.

Ø The 2009 Tax Computation Report for the Library and City from Madison County.

Ø The Elk Heating & Cooling proposal for HVAC system.

Ø The encore presentation of “History Night at the Museum” held at the Library on the 25th.

Ø A copy of the FOIA policy. Kate and Reilly have completed the certification of the FOIA/OMA through the Illinois Attorney General’s website.

A motion was made by Harry Feuquay and seconded by Shelly Steward to:

ACCEPT THE LIBRARY DIRECTOR’S REPORT.

Motion carried.

V. ANNUAL REPORT REVIEW/SIGNING

The FY2009-10 Annual Report was reviewed and signed by Mary Smith (President), Linda Duncan (Secretary/Treasurer), and Diane Steele (Library Director). The original copy was sent to the Illinois State Library, a copy was sent to Lewis & Clark Library System, a copy was placed on file at the City and a copy is on file at the Library.

VI. CONSIDER NON RESIDENT CARD FEE

The non resident card fee participation/calculation was discussed.

A motion was made by Harry Feuquay and seconded by Gail Keefe to:

PARTICIPATE IN THE NON RESIDENT CARD PROGRAM USING THE TAX BILL METHOD.

A Roll Call vote was taken.

All ayes. Motion carried.

VII. CONSIDER GRANT APPLICATIONS

Grant applications were discussed.

A motion was made by Harry Feuquay and seconded by Gail Keefe to:

INSTRUCT THE LIBRARY DIRECTOR TO APPLY FOR POSSIBLE GRANTS THAT THE LIBRARY QUALIFIES FOR DURING FY2010-11 THAT DOES NOT REQUIRE UNBUDGETED LIBRARY FUNDS.

Motion carried.

VIII. ELECTION OF OFFICERS

President:

Mary Smith was nominated by Shelly Steward and seconded by Harry Feuquay.

A motion was made by Gail Keefe and seconded by Dolores Studnicki to:

CLOSE THE NOMINATIONS AND ELECT MARY SMITH FOR PRESIDENT.

Motion carried.

Vice-President:

Allen Lamar was nominated by Mary Smith and seconded by Shelly Steward.

A motion was made by Dolores Studnicki and seconded by Gail Keefe to:

CLOSE THE NOMINATIONS AND ELECT ALLEN LAMAR FOR VICE-PRESIDENT.

Motion carried.

Secretary/Treasurer:

Linda Duncan was nominated by Harry Feuquay and seconded by Shelly Steward.

A motion was made by Gail Keefe and seconded by Dolores Studnicki to:

CLOSE THE NOMINATIONS AND ELECT LINDA DUNCAN FOR SECRETARY/TREASURER.

Motion carried.

IX. CONSIDER BOARD CLOSED SESSIONS REVIEW

A motion was made by Gail Keefe and seconded by Dolores Studnicki to:

HAVE HARRY FEUQUAY REVIEW THE MINUTES OF CLOSED SESSIONS AND REPORT BACK TO THE BOARD.

Motion carried.

X. UNFINISHED BUSINESS – Fence between 324 East Ferguson and the Library

Diane reported about the action taken by David Coody, City Inspector. Mr. Coody will get back to the board as soon as he has something to report.

XI. NEW BUSINESS – Longevity Pay

Longevity pay for full time employees was discussed. It was decided to continue to review this process.

XII. ADJOURNMENT

A motion was made by Dolores Studnicki and seconded by Gail Keefe to:

ADJOURN THE MEETING AT 6:50 PM.

Motion carried.