

MINUTES
WOOD RIVER PUBLIC LIBRARY BOARD OF TRUSTEES

DATE: January 18, 2018
TIME: 6:00 PM
PLACE: Wood River Public Library

I. Call to Order / Roll Call / Pledge of Allegiance

Scott Miner, President, called the meeting to order at 6:00 PM.

Members present:

Nick Aguinaga
Mike Anderson
Rhonda Breslin
Phil Crause
Tracy Kennett
Scott Miner
Curtis Rainwater
Cathi Stalcup
Karen Weber

Members absent:

Others present:

Lindsey Herron- Library Director
Tom Stalcup- City Council Ex-Officio

A quorum was established.
The Pledge of Allegiance was recited.

II. Approval of Minutes

December 21, 2017 Regular Meeting

Motion made by Cathi Stalcup and seconded by Curt Rainwater to approve the minutes as written.

A vote was taken. All ayes. Motion carried.

January 3, 2018 Personnel & Policy Committee Meeting

Motion made by Karen Weber and seconded by Cathi Stalcup to approve the minutes as written.

A vote was taken. All ayes. Motion carried.

January 15, 2018 Building & Grounds Committee Meeting

Motion made by Mike Anderson and seconded by Curt Rainwater to approve the minutes as written.

A vote was taken. All ayes. Motion carried.

III. Correspondence / Communications / Public Comment

The library received a couple thank you cards, one from the person who received the projector and film reels and another from the activity director at Integrity for the gifts from the angel tree.

Scott Miner read a letter to the board from Antonina Giardina, a homebound patron. The letter was in regards to a different patron being removed from the homebound program. In her letter she expressed concern about the requirements for being removed from the program, she also noted that she did not have a copy of the homebound policy that lists the rules and expectations of participants.

Heather Orn addressed the board regarding the homebound program. She asked the board to review the homebound policy because she believes it is discriminatory, she listed some online resources the board could use to make sure that the policy is ADA compliant. Heather stated that the homebound policy should allow for more items to be checked out at one time since homebound delivery is only every other week. She offered to show the board proof that she is disabled and stated that she cannot make it into the library as often as she needs to be able to utilize all of the resources available.

IV. Officers' Reports

A. President

Scott thanked Lindsey, Brennan, Katie and the rest of the library staff for the great work they have done and for all the programs they offer the community.

B. Vice President

C. Secretary

D. Treasurer

V. Committee Reports

A. Building & Grounds

1. The committee wants to find a handyman that can be on call when small projects come up. Lindsey will be advertising on Facebook and Rhonda suggested calling union halls and apprenticeship programs to find a volunteer.
2. There are several items that need to be addressed and the budget for FY 18/19 may need to be increased before the budget is approved.
3. The furnace pump went out and had to be fixed; Lindsey was told that the motor may also be failing. Mike and Tracy asked Lindsey if she could get an estimate and a life span for a new motor.

B. Personnel

C. Finance

D. Policy

VI. Financial Matters

A. Approval of the January expenditure list

Motion made by Rhonda Breslin and seconded by Mike Anderson to approve the expenditure list.

A roll call vote was taken. All ayes. Motion carried.

B. December 2017 Financial Statements

Motion made by Mike Anderson and seconded by Curt Rainwater to approve the financial statements.

A roll call vote was taken. All ayes. Motion carried.

VII. Library Director's Report

- There is a display in the café highlighting some pictures and articles from the original pool.
- A local author's display is also on the main level showcasing some Wood River and Alton authors.
- Summer reading donation letters have been mailed and all of the performers have been booked.
- Scott and Katie have four catalog classes coming up.

VIII. Unfinished Business

A. Discussion of Emergency Exit and Door Aides

A different vendor was able to replace the door lock for a lower price. The emergency exit and door aides will be addressed at a later date; the Building & Grounds committee will look into budgeting for the cost in FY 18/19

IX. New Business

A. Approve Circulation Policy as Approved by Personnel & Policy Committees

Motion made by Cathi Stalcup and seconded by Karen Weber to approve the policy as amended.

A vote was taken. All ayes. Motion carried.

B. Approve Homebound Policy as Approved by Personnel & Policy Committees

Motion made by Cathi Stalcup and seconded by Nick Aguinaga to approve the policy as amended.

A vote was taken. All ayes. Motion carried.

C. Approve Personnel Policy as Approved by Personnel & Policy Committees

Motion made by Cathi Stalcup and seconded by Curt Rainwater to approve the policy as amended.

A vote was taken. All ayes. Motion carried.

D. Approve Security Camera Policy as Approved by Personnel & Policy Committees

Motion made by Karen Weber and seconded by Mike Anderson to approve the policy as amended.

A vote was taken. All ayes. Motion carried.

E. Approve Wood River Public Library Board of Trustees Bylaws

Motion made by Cathi Stalcup and seconded by Mike Anderson to approve the bylaws as amended.

A vote was taken. All ayes. Motion carried.

F. Discuss Reinstating Friends of the Library

There was discussion about having some board members reinstate the Friends of the Library in order to utilize the fundraising capabilities. Tracy questioned the current status of the Friends of the Library and mentioned that if they were a legal entity that has been dissolved there will need to be paperwork filed to reinstate or create a new entity.

G. Discuss Fundraising

The foundation is supposed to do all of the fundraising for the Library. It was suggested that someone ask the foundation if they can come up with some fundraising ideas, if the foundation cannot then the Library can offer to do it for them.

H. Discuss Current/New Alarm System

Lindsey was given a \$4,700 estimate for a new alarm system; she will be looking into other companies to see if she can get a lower price.

X. ADJOURNMENT

Motion made by Tracy Kenentt and seconded by Nick Aguinaga

A vote was taken. All ayes. Motion carried.

Adjourn the meeting at 6:57 PM.

Approved by the Board of Trustees at the Regular Meeting on February 15, 2018.