

Maud Preston Palenske Memorial Library Meeting Of the Board of Trustees September 25, 2018

President Ren Baldwin called the meeting to order at 6:00pm. Other board members present were Rick Ast, Melissa Clapper, Liz Darato, Mimi Elwell, Bill Engeln, Jim Kodis, Stephanie Mack, and Patrice Rose

Also Present: Stephanie Masin-Director, Paula Stakely-Assistant Director

Absent: None

Visitors: Ginny Antonson

Announcements: None

Public Comment: None

Friends of the Library :

Ginny Antonson reported that the Friends of the library had a meeting on August 11, 2018. They are planning a children's book sale Nov 5-10, 2018. The Wish List Committee reported the shelves the friends purchased are scheduled for delivery November 1st. The picnic table is on the grounds. They are also looking to purchase some games. They have many new members and new committees set up.

Ms. Masin shared her appreciation for the Friends and all they do for the Library

Call to Enter Closed Session:

It was moved by Mr. Kodis and supported by Ms. Elwell to enter closed session to review a written opinion from attorney Anne Suerynck (phone) relative to the Endowment Fund. Pursuant to Section 8H of the Open Meetings Act a roll call vote was taken at 6:08 pm:

Rick Ast	Yes	Melissa Clapper	Yes
Liz Darato	Yes	Mimi Elwell	Yes
Bill Engeln	Yes	Jim Kodis	Yes
Stephanie Mack	Yes	Patrice Rose	Yes

Call to reopen regular meeting:

It was moved by Mr. Kodis Seconded by Ms. Elwell to come out of closed session at 6:53pm. Motion passed Pursuant to Section 8H of the Open Meetings Act a roll call vote was taken.

Rick Ast	Yes	Melissa Clapper	Yes
Liz Darato	Yes	Mimi Elwell	Yes

Bill Engeln	Yes	Jim Kodis	Yes
Stephanie Mack	Yes	Patrice Rose	Yes

Approval of the Minutes:

It was moved by Mr. Kodis and supported by Ms. Elwell to approve the July 24, 2018 minutes with one spelling correction. Motion passed

New Business:

Ms. Masin arranged for staff presentation on micro film readers. She reviewed the options with staff and is making the recommendation that the ViewScan 4 be purchased, as it was the preferred product.

Ms. Elwell moved that we purchase Viewscan 4 with funds from the George Jaeger donation, up to \$10,000. Seconded by Ms. Clapper. Motion carried.

Treasurer's Report:

Mr. Engeln reviewed the financials and noted that some accounts are "out of whack" this time of year, due to nature of a one time debit or credit. He also noted that our fund balance is in good shape. We have used Capital Improvement dollars for repairs but still have some monies available.

Approval of the bills:

Mr. Engeln reviewed the bills for July and August 2018.

Mr. Engeln made a motion to approve the July 2018 bills in the amount of \$31,056.68. Supported by Mr Ast. Motion passed.

Mr. Engeln made motion to approve the August 2018 bills in the amount of \$18,585.20 Supported by Mr.Kodis. Motion passed.

Old Business: City Plumbing - Final Bill and Accountings- Sump pump installation project

Mr. Baldwin noted that with all the rain we have had the sump pump has been handling it.

Sara McCallum, St. Joseph City, notified Ms. Masin that about \$74,000 has been spent to correct the water problems. Ms. Mcallum stated it would be fine to approve this bill and it will be added to the sump pump costs. Ms. Masin asked for approval.

Motion made by Mr. Kodis supported by Mr. Ast to approve payment of the City Plumbing bill in the amount of \$15,061.00. Motion passed

Director's Report: (Including Statistics)

Ms. Masin noted that the ceiling tiles have been replaced in the Auditorium downstairs. Also that there will be a Volunteer luncheon scheduled on Tuesday October 2 , 2018 at noon and asked that Board members who have not responded yet please do so.

She was happy to report that there are book clubs in each of the public elementary schools , a teen book club and regular visits scheduled with classes at the High School,

LMC, Trinity and Riverside. Ms Masin also provided information on Fall programming for students and adults.

In reviewing the budget, Ms. Masin shared that penal fines are down again this year and that increased costs of utilities and costs for the library attorney fees will probably require a budget adjustment later in the year.

Per the Board request, she has tested the Panic buttons, put in new batteries and has asked the security company to come look at the Main Board to ensure it is working. The new Exit sign for the auditorium has been installed by the kitchen . Estimates for an exterior door for a safe space will be pursued.

President Comments:

None

Board Comments:

The Building Subcommittee met and discussed ways to fund repairs to this building. Even with Endowment funds, we would have to borrow and interest rates are moving higher. Another possibility might be to negotiate a new Endowment Fund or a draw agreement that could provide access to a sinking fund, paid back at a negotiated rate.

Ms Darato asked if we could explore donating to a Foundation vs an Endowment Fund.

Adjournment:

It was moved by Ms. Darato and supported by Mr. Kodis to adjourn the meeting at 7:43pm. Motion carried.

Next Board meeting - October 23, 2018 at 6:00pm.

Respectfully submitted,

Stephanie Mack

Secretary