

**C.E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT
MINUTES – BOARD OF LIBRARY TRUSTEES
OCTOBER 14, 2014**

President Wendy Lupa called the meeting to order at 7:00 pm. Present were Board members Amanda Crider, Clyde Hall, Renee Jenkins, Wendy Lupa, Bob Metcalf, Library Director Bill Pixley, and Asst. Librarian Esther Curry. The necessary quorum was present.

AUDIENCE TO VISITORS: None

SECRETARY’S REPORT: Motion was made by Clyde Hall to approve the Sept. 9, 2014 minutes. Motion carried.

CORRESPONDENCE: Rusty Watson, author of the Idler, sent the library a thank you note following his Sept. 15 program.

TREASURER’S REPORT: Balances were reported as follows for Sept. 30, 2014:

Community First Bank	General Operating Cash	-282.93
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>486,082.00</u>
	Total	\$ 685,741.07

There is a deposit for \$57,000 from Jefferson County Treasurer that is not reflected in the General Operating Cash balance. We have a Certificate of Deposit that matures on October 23 for \$257,615.39. It was recommended that we redeem this CD and put the funds in our savings account until it is needed. Motion to approve the September treasurer’s report and pay the bills was made by Clyde Hall. ROLL CALL #1 was approved 5-0.

DIRECTOR’S REPORT: In addition to Bill’s submitted written report, Bill informed the board that the library’s float in the Fall Festival Parade won First Place as the best float in the parade! Many thanks were expressed to everyone who helped with this project.

Staff Reports: Sharon Lewis is retiring at the end of October after almost 20 years of service. There will be a public reception for Sharon on October 23rd from 11:00 – 2:00 at the library.

REPORT OF OFFICERS:

President: Wendy Lupa submitted a report from her trip to the ALA Conference in January.

Treasurer: None

STANDING COMMITTEES:

Finance Committee Report: None

Personnel Committee Report: None

Policy Committee Report: None

Building and Grounds Committee Report: None

Community Relations Committee Report: The library’s Facebook page was updated to show the library will be closed Saturday, October 18 due to the Fall Festival Parade, and to announce Books for Treats will be October 31 from 4:00-5:30.

REPORT FROM THE ILLINOIS HEARTLAND LIBRARY SYSTEM: None

REPORT FROM THE SHAKESPEARE FOUNDATION: The last CD at US Bank has been cashed and will be reinvested soon.

**C.E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT
MINUTES – BOARD OF LIBRARY TRUSTEES
OCTOBER 14, 2014**

UNFINISHED BUSINESS:

The VFW received our letter of intent to purchase their building and property, located at 110 S. 8th Street, Mt. Vernon, IL, for the asking price of \$110,000. Their state organization has approved the sale. The local VFW organization will discuss/vote on the sale at their next meeting and have a final vote, hopefully, in November.

NEW BUSINESS:

First reading of the Levy Ordinance #2014-4 was held. The approval of the Budget Ordinance #2014-3 was tabled until next month, as the newspaper did not get it published in time.

Library Director Pixley presented the Illinois Public Library Per Capita and Equalization Aid Grants Application for the board to review. The Per Capita Grant application was approved as presented.

Library Director Pixley presented the updated Library Disaster Plan for 2014 for the board for approval.

Library Director Pixley presented a job description for the new Technical Services Coordinator position. A motion was made by Wendy Lupa to approve the job description as presented. Motion was approved 5-0.

The board decided it would be appropriate for the library to purchase a gift card for Sharon Lewis in honor of her retirement.

ADJOURNMENT: A motion to adjourn was made by Wendy Lupa at 7:30 pm. Motion carried.

Respectfully submitted by Amanda Crider, Acting Secretary
