

**C.E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT  
MINUTES – BOARD OF LIBRARY TRUSTEES  
FEBRUARY 10, 2015**

President Wendy Lupa called the board meeting to order at 7:00 pm. Present were Ruthie Alexander, 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 Bob Metcalf to approve the January 13, 2015 minutes. Motion carried.

**CORRESPONDENCE:** None

**TREASURER’S REPORT:** Balances were reported as follows for Jan. 31, 2015:

Community First Bank	General Operating Cash	303,937.98
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>486,082.00</u>
	Total	\$ 1,039,562.98

Bob Metcalf suggested that we move \$100,000 from our checking into our savings account.

Motion to approve the December treasurer’s report and pay the bills was made by Ruthie Alexander.

ROLL CALL #1 was approved 6-0.

**DIRECTOR’S REPORT:** In addition to Bill’s submitted written report, Bill informed the board that a new part time employee has been hired and that each board member needs to complete the online Open Meetings Act Training.

**Staff Reports:** Hannah Story, Children’s Librarian, submitted a written report.

**REPORT OF OFFICERS:**

**President:** Wendy Lupa gave a brief overview of the ALA meeting she attended in Chicago last month.

**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:** None

**REPORT FROM THE ILLINOIS HEARTLAND LIBRARY SYSTEM:** None

**REPORT FROM THE SHAKESPEARE FOUNDATION:** Bob Metcalf reported that the Foundation had a successful year end fund drive.

Board member Jill Langrand joined the meeting at 7:15.

**UNFINISHED BUSINESS:**

The VFW will not be voting on the sale of their building until their March meeting.

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Board members were reminded to complete their Statement of Economic Interest and return it to Library Director Pixley before the end of March.

**NEW BUSINESS:**

The Personnel Committee will schedule a meeting to discuss FY 2015-2016 personnel pay raises.

Library Director Pixley presented a proposal from Stanley Access Technologies for an automatic door opener for the inner doors at our main entrance at a cost of \$2,050.00. Clyde Hall made a motion to approve the Stanley door opener proposal as presented. ROLL CALL #2 was approved 7-0,

Library Director Pixley informed the board that the next Per Capita Grant application will not be turned in until 12/31/15, so the budget may need to be adjusted in case the funds don't arrive until after the June 30, 2016 Fiscal Year End.

Asst. Librarian Esther Curry shared filtering information with the board. If we are going to benefit from E Rate reimbursements, we will have to be compliant with the Children's Internet Protection Act (CIPA) and install filtering. She explained that if a patron is blocked from a particular website that is not offensive a library staff person would be able to turn off the filtering for that particular website. Library Director Pixley was very complimentary of Esther's work regarding E-rate.

**ADJOURNMENT:** A motion to adjourn was made by Renee Jenkins at 7:35 pm. Motion carried.

Respectfully submitted by Ruthie Alexander, Secretary

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