

**C.E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT  
MINUTES – BOARD OF LIBRARY TRUSTEES  
JANUARY 13, 2015**

President Wendy Lupa called the board meeting to order at 7:00 pm. Present were Ruthie Alexander, Jill Langrand, Wendy Lupa, Bob Metcalf, Library Director Bill Pixley, and Asst. Librarian Esther Curry. The necessary quorum was present.

**AUDIENCE TO VISITORS:** Mr. Jerry Lee, an officer of the VFW, was present for a short time to present the VFW's building/property appraisal and their revised selling price.

**SECRETARY'S REPORT:** Motion was made by Bob Metcalf to approve the December 11, 2014 minutes. Motion carried.

**CORRESPONDENCE:** The library received a letter from the Illinois Secretary of State, Jessie White, notifying us that the library will be receiving \$47,397.50 for the Per Capita Grant.

**TREASURER'S REPORT:** Balances were reported as follows for Dec. 31, 2014:

Community First Bank	General Operating Cash	135,992.30
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>486,082.00</u>
	Total	\$ 822,016.30

Motion to approve the December treasurer's report and pay the bills was made by Jill Langrand. ROLL CALL #1 was approved 4-0.

**DIRECTOR'S REPORT:** In addition to Bill's submitted written report, Bill informed the board that a new part time employee has been hired. Bill and the staff thanked Jill Langrand for the large box of chocolates she delivered before Christmas.

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

**REPORT OF OFFICERS:**

**President:** None

**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.

**UNFINISHED BUSINESS:** The VFW presented the board with a revised asking price of \$155,000 for their building and land, based on the appraisal they just received. After board discussion, Jill Langrand made a motion that we make a counter offer of \$132,000. ROLL CALL #2 was approved 4-0.

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**NEW BUSINESS:**

Library Director Pixley distributed the Statement of Economic Interest to all board members. These must be returned to Bill before the end of March.

Library Director Pixley presented a revised policy for Sexual/Other Forms of Harassment for the board to review. This revision was requested by our insurance company and the language they suggested was used. Wendy Lupa made a motion to approve the policy as presented. Motion was approved 4-0.

Library Director Pixley shared research regarding Merit Pay for employees, as requested by the board. The board reviewed the materials and asked that the Personnel Committee draft a Merit Pay Program for the library. The Personnel Committee will schedule a meeting to discuss the Merit Pay Program.

Assistant Library Director Esther Curry shared with the board that E-Rate will be changing and will eventually stop paying for phone costs.

**ADJOURNMENT:** A motion to adjourn was made by Ruthie Alexander at 8:05 pm. Motion carried.

Respectfully submitted by Ruthie Alexander, Secretary

  
  

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