

**C.E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT  
MINUTES – BOARD OF LIBRARY TRUSTEES  
APRIL 12, 2016**

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

**AUDIENCE TO VISITORS:** None

**SECRETARY’S REPORT:** Motion was made by Amanda Crider to approve the March 8, 2016 minutes. Motion carried.

**CORRESPONDENCE:** The library received a thank you note from Anita Bochantin, of Dix, thanking the library for bringing books to Rome Meadows.

The Military Mama Network sent us a request to waive our \$25.00 meeting room fee for them.

We received a letter from Jesse White, Illinois Secretary of State, notifying us that our FY 2016 Per Capita Grant funding will be \$29,229.09. Our Per Capita Grant funding for FY 2015 was \$47,000. The large decrease is due to the state’s budget cuts. Secretary of State White also mentioned that these funds may be significantly delayed due to the state budget impasse. All of the FY 2016 Per Capita Grant funds must be used by June 30, 2017.

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

Community First Bank	General Operating Cash	100,406.67
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>461,062.00</u>
	Total	\$ 761,464.67

We will need to transfer \$100,000 from savings to our checking account. Jefferson County still owes us approximately \$100,000 in real estate tax funds that have not yet been distributed.

Motion to approve the treasurer’s report and pay the March bills was made by Clyde Hall. ROLL CALL #1 was approved 7-0.

**DIRECTOR’S REPORT:** In addition to Bill’s written report, Bill informed the board that he attended the Waltonville and Spring Garden PTO meetings, to share information regarding E books that are available through the library.

**Staff Reports:** Children’s Librarian, Melissa Burns submitted a written report for March.

**REPORT OF OFFICERS:**

**President:** This is National Library Week!

**Treasurer:** None

**STANDING COMMITTEES:**

**Finance Committee Report:** None

**Personnel Committee Report:** Committee met today at 6:00 pm at the library and scheduled another meeting for May 10 at 6:00 at the library.

**Policy Committee Report:** None

**Building and Grounds Committee Report:** None

**Community Relations Committee Report:** None

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

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**REPORT FROM THE SHAKESPEARE FOUNDATION:** None

**LIBRARY ANNEX:** The Annex Development Group met on April 8 at 7:00 am.

J.K. Trotter & Sons Inc has completed the city's water line upgrades on Main Street and Broadway. Last month the board approved an invoice to upgrade the Annex water line from a 2 inch to a 6 inch line. This month they sent us a revised invoice, adding \$4,500 materials and labor to install a 2 inch meter setter, 2 inch meter, and meter well. Clyde Hall made a motion to approve the 2 inch meter add on, as presented. ROLL CALL #2 was approved 7-0.

The board opened discussion again regarding the pros and cons of New Construction vs Renovation of the Existing Building for our Annex. Renee Jenkins made the following motion: Contingent upon the hearty approval of sufficient results from the Feasibility Study currently being conducted, and for the purposes of project details necessary for our fundraising efforts, the Board of Trustees of the C.E. Brehm Memorial Public Library hereby endorses and approves the Library Annex project for a new facility to be built on the existing property at 110 S 8<sup>th</sup> St, Mt. Vernon, IL as outlined and specified in the design presented by our Project Manager. ROLL CALL #3 was 4 in favor and 3 opposed. Motion was passed.

Bob Metcalf left the meeting at 8:15.

Lazerware Inc submitted a proposal to provide network connection between the Main Library and the Annex, at a cost of \$19,300 contingent on E-Rate funding. Wendy Lupa made a motion to approve the Lazerware Inc proposal as presented. ROLL CALL #4 was approved 6-0.

**UNFINISHED BUSINESS:** Lazerware Inc submitted a quote to provide upgrades to the library's Networking Hardware at a cost of \$5,304.45. 85% - 90% of this project should be covered by E-Rate reimbursement. Clyde hall made a motion to approve the Lazerware Inc quote as presented. ROLL CALL #5 was approved 6-0.

Directors Wendy Lupa and Jill Langrand need to submit their Statement of Economic Interest to Bill and complete their Open Meetings Act training.

The bi-annual review of the Closed Session Minutes was tabled until the next meeting.

**NEW BUSINESS:** After review of the Military Mama Network's request to waive our room rental fee, the board agreed to waive their rental fee for three monthly meetings.

**ADJOURNMENT:** A motion to adjourn was made by Clyde Hall at 8:30 pm. Motion carried.

Respectfully submitted by Ruthie Alexander, Secretary

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