

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

President Clyde Hall called the board meeting to order at 7:07 pm. Present were Ruthie Alexander, Amanda Crider, Clyde Hall, 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 June 14, 2016 minutes. Motion carried.

CORRESPONDENCE: None

TREASURER’S REPORT: Balances were reported as follows for June 30, 2016:

Community First Bank	General Operating Cash	102,403.75
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>461,062.00</u>
	Total	\$ 763,407.75

Motion to approve the treasurer’s report and pay the June bills was made by Wendy Lupa. ROLL CALL #1 was approved 6-0.

DIRECTOR’S REPORT: In addition to Bill’s written report, Bill informed the board that we finally received the 2015-2016 Per Capita Grant check. It came so late that we could not get it all spent on books to be delivered before June 30, 2016.

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

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: None

LIBRARY ANNEX: The Annex Development Group met June 17 at 7:00 am, June 24 at 7:00 am, and July 8 at 7:00 am.

Progress has been made on the Library Annex brochure for fundraising. The fundraising brochure will be used as an outline for the presentation to be made at the group meetings. Group meeting hosts/hostesses still need to be identified.

A variety of slogans were discussed for the Annex Project.

Our fundraising chairman has not yet been finalized.

Esther shared the ILA’s guidelines for library building and collection size, based on service population.

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Several group members volunteered to meet with key city and county officials and selected others. Ruthie Alexander volunteered to send thank you notes to each Annex donor.

UNFINISHED BUSINESS:

First reading of the Prevailing Wage Ordinance 2016-01 was held by the Board of Directors. Clyde Hall made a motion to waive the second reading requirement. ROLL CALL #2 was approved 6-0. Wendy Lupa made a motion to approve the Prevailing Wage Ordinance 2016-01 as presented. ROLL CALL #3 was approved 6-0.

NEW BUSINESS: Library Director Pixley presented the revised FY 2016-2017 Working Budget. Ruthie Alexander made a motion to approve the FY 2016-2017 Working Budget as presented. ROLL CALL #4 was approved 6-0.

ADJOURNMENT: A motion to adjourn was made by Bob Metcalf at 7:35 pm. Motion carried.

Respectfully submitted by Ruthie Alexander, Secretary
