

**C.E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT
MINUTES – BOARD OF LIBRARY TRUSTEES
MAY 10, 2016**

President Clyde Hall called the board meeting to order at 7:05 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 Wendy Lupa to approve the April 12, 2016 minutes. Motion carried.

CORRESPONDENCE: None

TREASURER’S REPORT: Balances were reported as follows for April 30, 2015:

Community First Bank	General Operating Cash	200,808.81
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>461,062.00</u>
	Total	\$ 861,812.81

Motion to approve the treasurer’s report and pay the April bills was made by Clyde Hall. ROLL CALL #1 was approved 6-0.

DIRECTOR’S REPORT: In addition to Bill’s written report, Bill informed the board that he has volunteered to serve on the Mt. Vernon Tourism Advisory Board. A new employee, Stephanie Palmer, was hired this month and she is in training.

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

REPORT OF OFFICERS:

President: Clyde Hall visited the Belle Rive school and library to tell them how pleased he is that they joined the IHLS in order to have a school library.

Treasurer: None

STANDING COMMITTEES:

Finance Committee Report: None

Personnel Committee Report: The committee did not meet tonight

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 on April 15 at 8:00 am, April 22 at 7:00 am, April 29 at 7:00 am, and May 6 at 7:00 am.

Progress has been made on the Library Annex brochure for fundraising. Additional names continue to be added to our contacts list and to the endorsements list. An endorsement letter was drafted by Randy Winn for those organizations requiring one.

Pam Dodson was asked to get a rendering of the exterior of the Annex. The cost for this was within the architect’s fees that were previously approved by the Board. We hope to have this rendering soon.

**C.E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT
MINUTES – BOARD OF LIBRARY TRUSTEES
MAY 10, 2016**

UNFINISHED BUSINESS:

The bi-annual review of the Closed Session Minutes was completed by Wendy Lupa and Amanda Crider. Wendy Lupa made a motion to not release any of the Closed Session Minutes at this time. Motion was approved 6-0.

NEW BUSINESS:

Health insurance costs will be increasing for FY 2016-2017. The increase for full time staff members will be \$25.00 a month; the staff member's portion will be \$12.50 a month. The board reviewed the new Health Care Managed Care Plans. Clyde Hall made a motion to approve the Local Government Health Plan, as presented. ROLL CALL #2 was approved 6-0.

The Personnel Committee proposed a new Librarian Salary Schedule be created for employees with an American Library Association (ALA) approved Masters of Library Science (MLS) degree. Any new employees with an MLS will start in this position. In addition, the committee proposed changing the Librarian 1 position to Assistant Library Director. Wendy Lupa made a motion to approve both of these proposals as presented. ROLL CALL #3 was approved 6-0.

The Personnel Committee presented a proposal for Full Time Staff employees, who have reached the maximum on their salary schedule, to receive a one-time "bonus" for FY 2016-2017, based on the FY 2015-2016 Consumer Price Index. Wendy Lupa made a motion to approve the bonus proposal as presented. ROLL CALL #4 was approved 6-0.

We hope to have the Prevailing Wage Ordinance 2016-01 ready for our next board meeting. Mr. Leggans is waiting for the State of Illinois wage information.

The first Reading of the Building Levy Ordinance 2016-02 was held by the Board of Directors.

ADJOURNMENT: A motion to adjourn was made by Wendy Lupa at 8:00 pm. Motion carried.

Respectfully submitted by Ruthie Alexander, Secretary
