

**C.E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT
MINUTES – BOARD OF LIBRARY TRUSTEES
FEBRUARY 14, 2017**

President Clyde Hall called the board meeting to order at 7:00 pm. Present were **Ruthie** Alexander, **Amanda** Crider, **Clyde** Hall, **Jill** Langrand, **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 Jill Langrand to approve the January 11, 2017 minutes. Motion carried.

CORRESPONDENCE: We received a letter from Community First Bank stating they have collateral pledged to cover our deposits with CFB.

TREASURER’S REPORT: Balances were reported as follows for January 31, 2017:

Community First Bank	General Operating Cash	300,843.61
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>477,119.00</u>
	Total	\$ 977,904.61

We received another distribution from Jefferson County taxes. Treasurer, Bob Metcalf suggested we transfer \$250,000.00 from our checking to our savings account.

Motion to approve the treasurer’s report, the transfer of funds, and pay the January bills was made by Ruthie Alexander. ROLL CALL #1 was approved 5-0.

DIRECTOR’S REPORT: Bill submitted a written report.

Assistant Director, Esther Curry shared highlights of District library construction projects during 2016 that were in the February 2017 issue of the ILA Reporter.

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

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: Clyde Hall attended the January board meeting. Some state funding was received in January.

REPORT FROM THE SHAKESPEARE FOUNDATION: None

LIBRARY ANNEX: The Annex Development Group met Friday, January 20 and February 10.

**C.E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT
MINUTES – BOARD OF LIBRARY TRUSTEES
FEBRUARY 14, 2017**

UNFINISHED BUSINESS: Library Director Pixley reminded the Trustees to complete their Open Meeting Act Training before the March meeting.

The recent change in our Saturday hours has created a scheduling problem, as we do not have enough employees to cover the additional hours. Friday closing hours will return to 4:00.

NEW BUSINESS: Library Director Pixley gave the Trustees a Statement of Economic Interest to be completed and returned to him before the next meeting.

The board reviewed the proposal submitted by D.E. Martin Roofing Co. Inc. to apply sealant to the metal flashing around the shingle roof on the original part of our building at a cost of \$4,205.00. Clyde Hall made a motion to approve the proposal as submitted. ROLL CALL #2 was approved 5-0.

ADJOURNMENT: A motion to adjourn was made by Ruthie Alexander at 7:30 pm. Motion carried.
