

**C.E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT  
MINUTES – BOARD OF LIBRARY TRUSTEES  
MARCH 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 Amanda Crider to approve the February 14, 2017 minutes as amended. Motion carried.

**CORRESPONDENCE:** Many favorable notes were written by patrons who attended the Mardi Gras event. Wendy Lupa sent in a letter of resignation, due to health issues. Her term was to expire in 2019. We regret that we are losing her.

**TREASURER’S REPORT:** Balances were reported as follows for February 28, 2017:

Community First Bank	General Operating Cash	233,862.31
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>477,119.00</u>
	Total	\$ 910,923.31

Motion to approve the treasurer’s report and pay the February bills was made by Clyde Hall. ROLL CALL #1 was approved 5-0.

**DIRECTOR’S REPORT:** In addition to Bill’s written report, Bill informed the board that we renewed our cleaning contract with Comprehensive Services, noting no cost increase.

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

**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 said that the system now has enough funds to sustain operations for about two years.

**REPORT FROM THE SHAKESPEARE FOUNDATION:** None

**LIBRARY ANNEX:** The Annex Development Group did not meet in March. The next meeting will be April 21.

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**UNFINISHED BUSINESS:** Library Director Pixley reminded Jill and Bob to complete their Open Meeting Act Training and Renee to complete her Statement of Economic Interest before the April meeting.

**NEW BUSINESS:** Library Director Pixley presented a proposed addition to our existing policy on Borrowing Privileges – Registration Requirements. The addition addresses Reciprocal Patron Registration. Clyde Hall made a motion to approve the Reciprocal Patron Registration addition to the Borrowing Privileges – Registration Requirements policy as presented. ROLL CALL #2 was approved 5-0.

Board members Clyde Hall and Amanda Crider completed the bi-annual review of the Closed Session Minutes. Clyde Hall made a motion to not release any of the Closed Session Minutes at this time. Motion was approved 5-0.

**ADJOURNMENT:** A motion to adjourn was made by Bob Metcalf at 7:25 pm. Motion carried.

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