

**C.E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT
MINUTES – BOARD OF LIBRARY TRUSTEES
MAY 9, 2017**

President Clyde Hall called the board meeting to order at 7:15 PM . Present were **Ruthie** Alexander, **Amanda** Crider, **Clyde** Hall, **Renee** Jenkins, **Bob** Metcalf, Library Director Bill Pixley, and Asst. Library Director Esther Curry. The necessary quorum was present.

OATH OF OFFICE: Newly-elected board members Renee Jenkins and Wayne Asberry took their oaths of office. As a new Trustee, Wayne’s term officially begins on May 15, 2017 and so he remained present for this meeting but did not vote. Ruthie Alexander submitted the following slate of officers: President-Ruthie Alexander, Vice-President-Amanda Crider, Secretary-Clyde Hall, Treasurer-Bob Metcalf. Bob made a motion to approve the new slate of officers. Motion carried 5-0.

AUDIENCE TO VISITORS: Wayne Asberry and wife Gina Asberry, Sharon Pixley. Everyone thanked Sharon for the lovely spread of appetizers celebrating the recent elections and new members to the Board.

SECRETARY’S REPORT: Motion was made by Renee Jenkins to approve the April 11, 2017 minutes. Motion carried.

CORRESPONDENCE: Bill presented two items involving taxes. The Library was notified of Faith Church of the Nazarene filing an application for religious property tax exemption, and U.S. Bank filing a complaint with the Jefferson County Board of Review seeking to lower the assessment and subsequent tax on their property.

TREASURER’S REPORT: Balances were reported as follows for April 30, 2017:

Community First Bank	General Operating Cash	101,147.51
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>477,119.00</u>
	Total	\$ 778,208.51

Motion to approve the treasurer’s report, pay the April bills was made by Bob Metcalf. ROLL CALL #1 was approved 5-0.

DIRECTOR’S REPORT: In addition to Bill’s written report, Bill informed the board that the library staff’s insurance is going up this year, and asked for the Personnel Committee to schedule a meeting soon to talk over the subject of insurance premiums and raises.

Staff Reports: Children’s Librarian, Melissa Burns was out sick and did not submit a written report for April.

REPORT OF OFFICERS:

President: None

Treasurer: None

STANDING COMMITTEES:

Finance Committee Report: None

Personnel Committee Report: None

**C.E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT
MINUTES – BOARD OF LIBRARY TRUSTEES
MAY 9, 2017**

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: The Foundation and its purpose was explained to new members. Investments continue to be doing well.

LIBRARY ANNEX: The next meeting will be May 26, 2017.

UNFINISHED BUSINESS: The Board discussed the Trustee position open following Wendy Lupa's resignation. A past Trustee was asked about filling the seat for the 2 years remaining on Wendy's term, but was unavailable. Secretary Clyde Hall had contacted two other possible appointee candidates, and both were willing to serve. The Board discussed the qualifications of Sharon Yearwood and Belinda Charleton for the position, and found both to have experience that would make them excellent Trustees. A motion was made by Vice President Amanda Crider to appoint Sharon Yearwood to complete the unfinished term. Motion carried 5-0.

NEW BUSINESS: President Ruthie Alexander suggested the following changes to the standing Board Committees in light of the new Trustees (**Bold** denotes Committee Chairperson):

Finance Committee – **Metcalf**, Alexander, Asberry
Personnel Committee – **Hall**, Jenkins, Asberry
Policy Committee – **Jenkins**, Crider, Asberry
Building & Grounds Committee – **Metcalf**, Alexander, Hall
Community Relations – **Crider**, Metcalf, Yearwood

The Personnel Committee scheduled a meeting for May 15, 2017 at 5 PM to discuss staff raises, insurance, and personnel matters.

Library Director Bill Pixley discussed the increase in the health insurance premiums for staff this year.

The Board discussed our participation in the Public Library Non-Resident Services Program for the next fiscal year. Ruthie Alexander made the motion to approve out participation and the keep the Non-Resident Annual Fee at \$100 for July 1, 2017 – June 30, 2018. ROLL CALL #2 was approved 5-0.

ADJOURNMENT: A motion to adjourn was made by Renee Jenkins at 8:15 PM. Motion carried.
