

**C.E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT
MINUTES – BOARD OF LIBRARY TRUSTEES
March 13, 2018**

President Ruthie Alexander called the board meeting to order at 7:01 PM. Present were Ruthie Alexander, Wayne Asberry, Amanda Crider (by telephone), Clyde Hall, Bob Metcalf, Sharon Yearwood, Library Director Bill Pixley, and Asst. Library Director Esther Curry. Absent was Renee Jenkins. The necessary quorum was present.

AUDIENCE TO VISITORS: None.

SECRETARY’S REPORT: Motion was made by Wayne Asberry to approve the February 13, 2018 minutes. Motion carried.

CORRESPONDENCE: None.

TREASURER’S REPORT: Balances were reported as follows for February 28, 2018:

Community First Bank	General Operating Cash	362,680.15
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>378,149.00</u>
	Total	\$940,771.15

Motion to approve the Treasurer’s report and pay the February bills made by Clyde Hall. ROLL CALL #1 was approved 5-0 (Amanda Crider attending by phone, unable to vote).

DIRECTOR’S REPORT: Director Bill Pixley advised the Board that the city of Mt. Vernon had turned down the matching funds grant to renovate the old Armory building. He also related that two individuals on the library staff had been moved to IMRF status due to their increased hours. Lastly, he reported that the SHARE fees for 2019 were announced and remain the same for us at this point.

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: Committee making plans to call a meeting to discuss two issues.

Policy Committee: Policy Committee also making plans to have a meeting in the near future.

Building and Grounds Committee Report: None.

Community Relations Committee Report: None.

REPORT FROM THE ILLINOIS HEARTLAND LIBRARY SYSTEM: None.

REPORT FROM THE SHAKESPEARE FOUNDATION: Bob Metcalf updated the Board on the Foundation funding.

ANNEX: None.

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UNFINISHED BUSINESS: Board was reminded to do their OMA review for 2018, and to submit their Statements of Economic Interest if they have not already done so.

NEW BUSINESS: Board members Sharon Yearwood and Wayne Asberry conducted the bi-annual review of the Board's Closed Session minutes. They recommended the minutes remain sealed.

A motion was made by Wayne Asberry to approve Director Pixley's request that the Library close early on Friday, April 13th, 2018 at 2 PM for staff training on CPR and AED use. Motion carried.

The request for a fee waiver on Meeting Room rental by a group was considered by the Board. Doing so would require a change in Policy and set a precedence for allowing building use by organizations without charge. After much discussion, the Board decided to leave the Policy unchanged.

Initial plans were made to have a Personnel Committee meeting before the next Board Meeting, and to conduct a Policy Committee meeting at some point after the Personnel session. Members of both Committees will check time schedules and advise Bill of dates and times so that he can make arrangements for proper notifications and postings.

CLOSED SESSION: None.

ADJOURNMENT: A motion to adjourn was made by Ruthie Alexander at 7:43 PM. Motion carried.
