

**C.E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT  
MINUTES – BOARD OF LIBRARY TRUSTEES  
May 8, 2018**

President Ruthie Alexander called the board meeting to order at 7:00 PM. Present were Ruthie Alexander, Amanda Crider, Clyde Hall, Renee Jenkins, Bob Metcalf, Sharon Yearwood, Library Director Bill Pixley, and Asst. Library Director Esther Curry. Absent was Wayne Asberry. The necessary quorum was present.

**AUDIENCE TO VISITORS:** None.

**SECRETARY’S REPORT:** Motion was made by Amanda Crider to approve the April 10, 2018 minutes. Motion carried.

**CORRESPONDENCE:** Bill reported he received the Per Capita grant letter, which re-established a grant amount closer to what had been the normal level prior to the state budget hiatus.

**TREASURER’S REPORT:** Balances were reported as follows for April 30, 2018:

Community First Bank	General Operating Cash	247,016.04
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>378,149.00</u>
	Total	\$825,107.04

Motion to approve the Treasurer’s report, move \$100,000 from savings to checking, and pay the April bills made by Bob Metcalf. ROLL CALL #1 was approved 6-0.

**DIRECTOR’S REPORT:** Director Pixley told the board that the IMRF rate is going down slightly for the fiscal year. He reported that the library had received the final amount of property tax monies. Bill also reported that the library had added Kovels Antiques as an online resource recently. It is a leading price guide and archive for antiques.

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

**REPORT OF OFFICERS:**

**President:** None.

**Treasurer:** None.

**STANDING COMMITTEES:**

**Finance Committee Report:** None.

**Personnel Committee Report:** A meeting will be set soon to consider staff raises for the fiscal year.

**Policy Committee Report:** The Committee met on 4/26, but minutes of the meeting were tabled regarding approval until Committee members present.

**Building and Grounds Committee Report:** Had scheduled to meet before the May 8 Board Meeting, but meeting was cancelled due to requested information from HVAC company yet to be received. The meeting will be re-scheduled when the information is available.

**Community Relations Committee Report:** Sharon Yearwood and Assistant Library Director Esther Curry made plans to attend some future Chamber of Commerce meetings.

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**REPORT FROM THE ILLINOIS HEARTLAND LIBRARY SYSTEM:** None.

**REPORT FROM THE SHAKESPEARE FOUNDATION:** None.

**ANNEX:** Board reviewed and discussed new options for the Annex including affiliations and project chairperson. A Committee meeting to be scheduled.

**UNFINISHED BUSINESS:** Board was reminded to do their OMA review for 2018.

**NEW BUSINESS:** The Board considered a change in our Bylaws regarding public speaking in Library board and committee meetings, as prepared by the Policy Committee. Tabled until next meeting.

Discussed scheduling a Personnel Committee meeting in May to consider FY 2018 – 2019 staff salaries. Date to be set after confirming Committee members availability.

The Board considered the annual subject of participation in the Public Library Non-Resident Services Program and setting non-resident fees. Motion was made by Renee Jenkins to continue keeping the fee for non-residents at \$100. ROLL CALL #2 approved 6-0.

The Board heard a report from Bill Pixley regarding the local government health plan cost increasing by \$60 for the next fiscal year. Motion was made by Clyde Hall to approve the local government health plan the 50/50 sharing of the increased costs between the library and staff. ROLL CALL #3 approved 6-0.

**CLOSED SESSION:** None.

**ADJOURNMENT:** A motion to adjourn was made by Ruthie Alexander at 7:49 PM. Motion carried.

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