

**C.E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT
MINUTES – BOARD OF LIBRARY TRUSTEES
August 13, 2019**

President Ruthie Alexander called the board meeting to order at 7:04 PM. Present were Ruthie Alexander, Amanda Crider, Clyde Hall, Bob Metcalf, Sharon Yearwood, and Library Director Bill Pixley with Asst. Library Director Esther Curry. Absent was Chad Curd and Renee Jenkins. A quorum was present.

AUDIENCE TO VISITORS: None.

SECRETARY’S REPORT: Motion was made by Ruthie Alexander to approve the July 9, 2019 minutes. Second by Amanda Crider. Motion carried.

CORRESPONDENCE: None.

TREASURER’S REPORT: Balances were reported as follows for July 31, 2019:

Community First Bank	General Operating Cash	40,542.21
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>440,050.00</u>
	Total	\$684,534.21

Motion to accept the Treasurer’s report and pay the July bills made by Sharon Yearwood. Second by Ruthie Alexander. ROLL CALL #1 was approved 5-0.

DIRECTOR’S REPORT: None.

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

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: The minutes of the Building and Grounds Committee Meeting held on July 24, 2019 were reviewed. Motion made by Ruthie Alexander to approve the minutes, second by Amanda Crider. Motion carried.

Community Relations Committee Report: None.

REPORT FROM THE ILLINOIS HEARTLAND LIBRARY SYSTEM: Bill & Esther advised the Board of an IHLS Board Networking event on Tuesday, August 27, 2019, at the Effingham Public Library. Bill is attending and invited any Trustees to go along. Clyde Hall said he would accompany Director Pixley.

REPORT FROM THE SHAKESPEARE FOUNDATION: Director Pixley discussed with Bob Metcalf the sorts of future needs the Foundation could assist with. This year, needs may come in the form of several small items rather than one large item purchase.

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ANNEX: Ruthie Alexander discussed Annex use and plans.

UNFINISHED BUSINESS: Board Secretary Clyde Hall signed the certification stating that no petitions were filed regarding the Building Fund Levy.

NEW BUSINESS: The review of the Annual Report started last meeting was amended and completed. Motion made by Clyde Hall to accept the Annual Report. Second by Sharon Yearwood. Motion carried.

The Board looked over recommended Chairmen/Chairwomen appointments on the Standing Committees. They are: Building and Grounds Committee: Ruthie Alexander. Community Relations: Amanda Crider. Finance: Bob Metcalf. Personnel: Sharon Yearwood. Policy: Clyde Hall. Motion made by Clyde Hall to accept the Chair recommendations. Second by Ruthie Alexander. Motion carried.

A meeting of the Personnel Committee was tentatively scheduled for Tuesday, August 20, 2019 at 10 AM to discuss starting salaries and wage increases for promotions.

CLOSED SESSION: None.

ADJOURNMENT: A motion to adjourn was made by Ruthie Alexander at 7:39 PM. Second by Clyde Hall. Motion carried.
