

**C.E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT
MINUTES – BOARD OF LIBRARY TRUSTEES
September 10, 2019**

President Ruthie Alexander called the board meeting to order at 7:03 PM. Present were Ruthie Alexander, Amanda Crider, Chad Curd, Clyde Hall, Renee Jenkins, Bob Metcalf, Sharon Yearwood, and Library Director Bill Pixley with Asst. Library Director Esther Curry. A quorum was present.

AUDIENCE TO VISITORS: None.

SECRETARY’S REPORT: Motion was made by Bob Metcalf to approve the August 13, 2019 minutes after an amendment reference the vote to approve Minutes of the Building and Grounds Committee. Second by Ruthie Alexander. Motion carried.

CORRESPONDENCE: Director Bill Pixley shared a Thank You card from a patron who commended staff member April Kohute for her help with the Public Access Computers.

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

Community First Bank	General Operating Cash	60,414.60
	Working Cash Fund	99,942.00
	Special Reserve Fund	440,050.00
	Total	\$604,406.60

Motion to accept the Treasurer’s report, pay the August bills, and transfer \$100,000.00 from savings to checking made by Sharon Yearwood. Second by Amanda Crider. ROLL CALL #1 was approved 7-0.

DIRECTOR’S REPORT: Bill Pixley gave an update on the Auditor’s Report. He also advised the Board that the new Teen Reading Group had four patrons in attendance their first session.

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

REPORT OF OFFICERS:

President: None

Treasurer: None

STANDING COMMITTEES:

Finance Committee Report: None.

Personnel Committee Report: The minutes of the Personnel Committee Meeting held on August 20, 2019 were reviewed. Motion made by Sharon Yearwood to approve the minutes, second by Clyde Hall. Motion carried.

Policy Committee Report: None.

Building and Grounds Committee Report: None.

Community Relations Committee Report: None.

REPORT FROM THE ILLINOIS HEARTLAND LIBRARY SYSTEM: Bill Pixley & Clyde Hall attended an IHLS Board Networking event on Tuesday, August 27, 2019, at the Effingham Public Library. The topics covered included funding options and advice regarding grants and property taxes.

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REPORT FROM THE SHAKESPEARE FOUNDATION: Bob Metcalf gave a report on current Foundation funds.

ANNEX: None.

UNFINISHED BUSINESS: Personnel Committee Chairwoman Sharon Yearwood along with Committee member Clyde Hall presented their recommendations regarding changes to staff starting salaries and promotional rates. Motion made by Bob Metcalf to accept the Personnel Committee's recommendation. Second by Ruthie Alexander. ROLL CALL #2 was approved 7-0.

NEW BUSINESS: Scheduling for a Building and Grounds Committee meeting was postponed awaiting information from companies on needed repairs and maintenance.

The Board looked over Director Pixley's Library closing dates and early closings for 2020. Motion made to accept the schedule as presented by Clyde Hall. Second by Amanda Crider. Motion carried.

CLOSED SESSION: None.

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