

TRI-TOWNSHIP PUBLIC LIBRARY DISTRICT

AUGUST 2, 1994

MINUTES OF BOARD MEETING

MEETING called to order at 7:01 p.m. in the main room of the Library. Fallis, President, presiding.

ROLL CALL - present were Cassot, Madison, Merz, Fallis (5).  
Absent - Noonan, Schaefer (2).

OTHERS PRESENT - Brown

MINUTES of the July 5, 1994 Regular Board Meeting, July 15, 1994 and July 19, 1994 Special Board Meetings were read. Motion to approve the minutes as presented was made by Merz, seconded by Cassot. Motion passed. Ayes - Cassot, Madison, Merz, Fallis (4). Nays - none (0). Absent - Huck, Noonan, Schaefer (3).

Huck arrived at 7:05

TREASURER'S REPORT and BILL LIST - (see copy)

Motion to approve the bill list was made by Madison, seconded by Merz. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Fallis (5). Nays - none (0) Absent - Noonan, Schaefer (2).

LIBRARIANS REPORT - (see copy)

Librarian's report discussed in full. Items for Board Action were handled as follows:

1. Motion to provide Reva Van Hoose with leave of absence if necessary and ask Judy Van Hoose to substitute was made by Merz, seconded by Cassot. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Fallis (5). Nays - none (0) Absent - Noonan, Schaefer (2).
2. Library Director will take vacation days on September 14 and 15, 1994.
3. Evening story time for preschoolers was not authorized. Regular day story times on Tuesday morning and Thursday afternoon will begin on September 13 and 15, respectively.

OVERDUES (see copy)

The draft of the policy revision was not ready, so was tabled for next month. Brown is to write revision for Board approval. Difficulty has been experienced because of the change in postal policy of providing forwarding addresses.

COMMITTEE REPORTS

1. FRIENDS - Quilting and book sales continue as usual. There will be only one book sale in August as usual. Huck reported that the Super Valu Community Advantage check was ready for pick up. The Friends did not qualify with \$135,000 in cash register tapes. The Historical Society

joined their receipts to qualify for the \$1,000 award. \$40.00 or so will be given to the Historical Society as their share.

COMMUNICATION

Lewis & Clark Library System sent a reminder of the Prevailing Wage Rate regulations and Huck reported receiving Roady's fiscal year end report as required.

UNFINISHED BUSINESS

1. Cassot and Madison have completed the audit of the Secretary's book and found no discrepancies.
2. Audit of the Treasurer's records is progressing. Material is ready for Myron Thompson's approval.

NEW BUSINESS

1. Building Fund Resolution was presented for review last month. Motion to approve the Building Fund Resolution was made by Cassot, seconded by Madison. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Fallis (5). Nays - none (0) Absent - Noonan, Schaefer (2).
2. Updating the mailing list was discussed as per previous agreement. It was decided that the list should be updated in October. Motion to update the mailing list in October was made by Huck, seconded by Merz. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Fallis (5). Nays - none (0) Absent - Noonan, Schaefer (2).

NEW BUILDING PLANS

1. Huck reported that a meeting would be held at the library next Tuesday, August 9, with Mike Wallace of Farmers Home Administration, Dana Eastman, our attorney, and Fallis, Huck, and Madison of the Board. Any other trustee desiring to attend is welcome to do so. The purpose is to obtain the necessary information for completing the contract.
2. Huck reported that Farmers Home had told her that we would be granted the additional \$115,000, but that the interest on that amount would be at 5 1/4 percent. The 5 per cent on the \$500,000 still holds.
3. Huck reported that Ittner will complete the necessary blue print changes by August 19th.
4. K & S Associates has asked for a "Letter of Intent" to complete the contract. Motion to approve a Letter of Intent for K & S Associates was made by Cassot, seconded by Huck. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Fallis (5). Nays - none (0) Absent - Noonan, Schaefer (2).

5. A letter has been sent to the State concerning the delay for the Live & Learn grant stating that we would be able to sign with the contractor by the end of August.


PUBLIC INPUT - none

ANNOUNCEMENTS - none

CLOSED SESSION - Motion to enter into closed session for review of the performance of the Library Director, Becky Brown was made by Merz, seconded by Cassot. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Fallis (5). Nays -none (0) Absent -Noonan, Schaefer (2).

Closed session was entered into at 7:54 p.m. and ended at 8:45 p.m. Motion to discussed the closed session evaluation with Eastman was made by Cassot, seconded by Merz. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Fallis (5). Nays - none (0) Absent - Noonan, Schaefer (2).

MEETING ADJOURNED at 8:41 p.m.



Judy Madison, Secretary Pro Temp