

TRI-TOWNSHIP PUBLIC LIBRARY DISTRICT
MARCH 7, 1995
MINUTES OF BOARD MEETING

REGULAR MEETING called to order at 7:05 p.m.

ROLL CALL - Present were Huck, Madison, Murray, Fallis (4). Absent - Cassot, Merz, Noonan (3).

OTHERS PRESENT - Van Hoose, Walker, Weida.

MINUTES - A motion was made by Huck, seconded by Murray, to approve the minutes of the 2/7/95 board meeting. Motion passed. Ayes - Huck, Madison, Murray, Fallis (4). Absent - Cassot, Merz, Noonan - (3).

BILL LIST - (see copy)

Motion made by Madison, seconded by Murray, to approve the bill list as presented. Motion passed. Ayes - Huck, Madison, Murray, Fallis (4). Absent - Cassot, Merz, Noonan (3).

Motion made by Madison, seconded by Murray, to authorize request from K&S of \$139,113.55, current payment due. Motion passed. Ayes - Huck, Madison, Murray, Fallis (4). Absent - Cassot, Merz, Noonan (3).

Cassot arrived at 7:15 p.m.

Motion made by Madison, seconded by Cassot, to authorize Huck to request \$180,000 from FmHA for final distribution. Motion passed. Ayes - Cassot, Huck, Madison, Murray, Fallis (5). Absent - Merz, Noonan (2).

LIBRARIAN'S REPORT - (See copy)

Motion made by Murray, seconded by Madison, to approve J. Little's evaluation with a \$.50 an hour raise effective 4/1/95. Motion passed. Ayes - Cassot, Huck, Madison, Murray, Fallis (5). Absent - Merz, Noonan (2).

EBSCO update- Motion made by Cassot, seconded by Murray, to contact Stevens at LCLS to begin use of EBSCO through Lewis & Clark System for trial period, April 1 through June 30. Motion passed. Ayes - Cassot, Huck, Madison, Murray, Fallis (5). Absent - Merz, Noonan (2).

OVERDUE REPORT - (See copy)

COMMITTEE REPORTS

Madison reported quilting going well, candy almost sold out, book sale on 3/18/95 covered by McConnell and Lewis as N. Gulley not available.

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COMMUNICATIONS

1. County Clerk election report shows sample ballot for Cassot, Huck, Murray, and Noonan for spring election. Noonan was misspelled on ballot. Madison will notify County Clerk.
2. Authorize P. Huck and M. Huck to write rebuttal letter concerning insulation of new library building to be sent to Times-Tribune.
3. Letter from Supervisor of Assessments regarding connection of two parcels of land. Parcels joined per phone call by Madison.
4. Class action against air lines.

LCLS REPORT - Merz unable to report. Packet available for individual review.

UNFINISHED BUSINESS

1. Title I Grant encouraged. Huck will now proceed.
2. Volunteer Recognition Dinner - Cassot presented menu prices from "Mother's" - \$5.25 and "Schroeder's" - \$5.85. Motion made by Cassot, seconded by Murray, to choose "Mother's" to cater volunteer recognition dinner. Motion passed. Ayes - Cassot, Huck, Murray, Fallis (4). Abstain - Madison (1). Absent - Merz, Noonan (2).

J. Little arrived 7:30 p.m.

Motion made by Madison, seconded by Murray, that agenda be set aside and move to item K.2. (Removal of current building - report/removal bid). Motion passed. Ayes - Cassot, Huck, Madison, Murray, Fallis (5). Absent - Merz, Noonan (2).

Removal. R. Wieda's project reached dead-in - cost would reach \$125,000.00 to move current building. Offer withdrawn.

Resume agenda. Meeting moved upstairs at 8 P.M. Sumner and D. Little joined meeting at 8 P.M.

Personnel Manual Review. Motion made by Murray, seconded by Cassot, to accept revisions to Manual as discussed. Motion passed. Ayes - Cassot, Huck, Madison, Murray, Fallis (5). Absent - Merz, Noonan (2).

Cassot, D. Little, J. Little, Sumner left at 10 P.M.

Rental house. No progress on improvements.

NEW BUSINESS

Policy and Procedure Manual - Madison will photocopy current manual for each board member.

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Day-to-Day Manager review - Motion made by Madison, seconded by Murray, to continue current situation from January 1 through June 30, 1995. Motion passed. Ayes - Huck, Madison, Murray, Fallis (4). Absent - Cassot, Merz, Noonan (3).

Library Director position. Deferred until July meeting.

NEW BUILDING UPDATE

Meeting with contractor on 3/2/95. (See copy)

Removal of current building. Removal bid from Hayden - \$7,950. Charlie Shulz will get another bid.

Samples:

A. Door - Motion made by Madison, seconded by Murray, to give Huck authority to select color of interior door after consultation with board members. Motion passed. Ayes - Huck, Madison, Murray, Fallis (4). Absent - Cassot, Merz, Noonan (3).

Motion made by Murray, seconded by Huck, to select following sample choices. Motion passed. Ayes - Huck, Madison, Murray, Fallis (4). Absent - Cassot, Noonan, Merz (3).

- B. Ceiling Tile - Armstrong Beveled Tegular Cirrus Item 589-1193J
- C. Louvers - Stone White - Pac-Clad for Soffit, Facia, Panels.
- D. Downspout - 30 white 1076MO3 for Drip edge, gutter, Downspouts.

Communication system/wiring installation. Discussion was held regarding the three bids for wiring. Specifications received from the three companies were not compatible to the trustees. Triangle appeared not to know what they were doing, and CTS had union problems. These conditions left Fallis with the understanding that AT&T, even though high bidder, would indeed be the best company for the job. Fallis reported that he had awarded the installation of the wiring to AT&T based on the fact that he believed this decision to be in the best interest of the library, as per authority given at February Board meeting.

Huck asked if the number of runs was completely accurate, since she remembered CTS coming up with a higher number. It was agreed that a recheck would be done and any additional runs would be authorized at the price quoted per run by AT&T.

Discussion then turned to the installation of the additional hardware and patch panel that had been listed as separate line items on each bid. It was determined that this installation by AT&T would again be in the best interest of the library.

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Motion was made by Madison, seconded by Murray, to accept the bid of AT&T, in the amount of \$5,407.60, with adjustment for additional runs. Motion passed. Ayes - Huck, Madison, Murray, Fallis (4). Absent - Cassot, Merz, Noonan (3). Madison and Huck to meet with AT&T representative, Michael Dye.

Shelving bids. Design Furniture bid - \$8395.00. Modern Business Interiors - \$9149.36. Motion made by Madison, seconded by Murray, to award bid to Design Furniture plus optional supplies as deemed necessary. Motion passed. Ayes - Cassot, Huck, Madison, Murray, Fallis (5). Absent - Noonan, Merz (2).

Volunteer painting. Projected date of May 1, 1995.

Budget calendar. Discussion held regarding the July meeting date. July 4 is holiday. July 5 was selected. July 5 & 6 were written in on the Budget Calendar, which was then submitted for approval. Motion made by Murray, seconded by Huck, to approve budget calendar. Motion passed. Ayes - Cassot, Huck, Madison, Murray, Fallis (5). Absent - Noonan, Merz (2).

PUBLIC INPUT - None

ANNOUNCEMENT - None

MEETING ADJOURNED at 11:00 P.M.



Judy Madison, Secretary