

TRI-TOWNSHIP PUBLIC LIBRARY DISTRICT
AUGUST 3, 1993
MINUTES OF BOARD MEETING

MEETING called to order at 7:04 p.m. in the main room of the Library. Fallis, President, presiding.

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

OTHERS PRESENT - Suess, Brown

MINUTES of the July 3, 1993 Regular Board Meeting were read. Motion to approve the minutes as presented was made by Merz, seconded by Huck. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Fallis (5). Nays - none (0) Absent - Murray, Schaefer (2).

Suess came in to thank the Board for her gift and asked the Board members who were present to sign it. The gift was the book, Westmoreland and Portland Places, by Julius Hunter.

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

Huck reported that the window cleaning could not be done for less than \$200 and that Windows Only had provided the necessary insurance coverage.

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

LIBRARIANS REPORT - (see copy)

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

1. Shelving - Motion to purchase one unit of shelving 88" high x 12 x 72 was made by Cassot, seconded by Madison. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Fallis (5). Nays - none (0) Absent - Murray, Schaefer (2).
2. Motion to approve vacation days requested by Brown was made by Merz, seconded by Cassot. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Fallis (5). Nays - none (0) Absent - Murray, Schaefer (2).
3. Motion to authorize 16 additional staff hours for Dusty/Judy Little was made by Madison, seconded by Cassot. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Fallis (5). Nays - none (0) Absent - Murray, Schaefer (2).

The Board recommended a list of items that volunteers can do for the library be created and kept up to date. Brown will establish list.

COMMITTEE REPORTS

1. FRIENDS - Quilting and book sales continue as usual. No other fund raisers have been planned for at present.
2. FINANCE - Audit has begun and is needed by August 15 to facilitate the new building funding plans.

COMMUNICATIONS - Letter from Eastman regarding the railroad tax protest informed us that it had been settled out of court. Huck recieved notification from the Bank of Edwardsville that they are changing checking account types and ours will no longer be available. Huck questioned whether she should move IPTIP into a prime interest Money Market Account (which has limited checking) at a 3.66 yield. Motion to establish a Prime Interest Money Market Account at the Bank of Edwardsville was made by Cassot, seconded by Merz. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Fallis (5). Nays -none (0) Absent - Murray, Schaefer (2).

UNFINISHED BUSINESS

1. File cabinet not yet purchased. Huck has obtained information that McDonnell Douglas will donate office equipment that is no longer wanted to not-for-profits. She has applied and is waiting for a response.
2. Audit of Secretary's records - Madison and Cassot will meet Tuesday, August 10, at 9:00 a.m. to make the audit.
3. Annexation - Huck and Madison have initiated a phone survey to determine resident knowledge and interest. Will continue until completed.
4. The photocopy machine is working a little better. A part is needed and is on order.

NEW BUSINESS

1. Motion to approve the Building Fund Resolution was made by Huck, seconded by Madison. Motion passed. Ayes - Cassot, Huck, Madison, Merz, Fallis (5). Nays - none (0) Absent - Murray, Schaefer (2).
2. Overseas FAX rate - Discussion concerning the need for telephone charges on overseas FAX communications was held. Cassot recommended getting the long distant overseas rates before establishing policy on fees. Cassot and Brown to coordinate on this item.

NEW BUILDING PLANS - Huck has made application for a Farm & Home Administration loan in the amount of \$500,000. Interest will probable be 5.2 per cent. Huck was informed that the State will not award money if construction has already begun. Huck will be contacting Frank Watson. Cassot and Madison indicated desire to contact Watson also. Joe Natale has been replaced by Marlene Buehl as our contact point in Springfield. Live and Learn funding distribution is uncertain. We will have no priority over new applications.

PUBLIC INPUT - Fallis took a phone call that came in during the meeting asking for information on our tax rate.

ANNOUNCEMENTS - none

MEETING ADJOURNED at 8:30 p.m.


Judy Madison, Secretary Pro Temp