



Visit the world @ your library™
BOARD OF TRUSTEES
201 S Kankakee St, Wilmington IL 60481

Minutes

Regular Monthly Meeting
March 20, 2017.
7:00 P.M.

Roll Call Attendance

Policy Committee Meeting: VP Zolecki-Browning called roll and a quorum was established. Trustees present: Clennon, Reigh, and Zolecki-Browning. Also present: Library Director Meachum and Recording Secretary Parsons.

Board Meeting: Secretary Pro-Tem Zolecki-Browning called roll and a quorum was established. Trustees present: Clennon, Fitzsimmons, Quigley, Reigh, and Zolecki-Browning. Also present Director Meachum and Recording Secretary Parsons. Absent: Smith and Vasko.

Call to Order

VP Zolecki-Browning called the Policy Meeting to order at 6:34. President Pro-Tem Zolecki-Browning called the Board meeting to order at 7:02.

Pledge of Allegiance

The Pledge of Allegiance was said.

Introduction of Visitors and public comment

None

Corrections or Additions to the Agenda

None

Continued Business

Roof Update- Director Meachum discussed how the roofing estimates continue to increase in cost as new problems became apparent. Therefore, Director Meachum decided to go back to the drawing board and make a more conservative plan of a shingle roof if necessary. Director Meachum also discussed the Grant defense, shared the scores, and informed the Board despite being one point off from the group expected to be funded, Director Meachum is still hopeful some funding from the state will be made available. The Library is expected to know within weeks. Director Meachum informed the Board she has applied for additional grants, including a Home Depot grant for \$5,000.

New Business

After deciding to go back to the drawing board, advice was given by the building inspector and another architect to consult with an architect and structural engineer or a roofing consultant to firm up what contractors actually are bidding on. The costs of roofing consultants were ranging from \$6,000 to \$20,000, so Director Meachum vetoed those. Director Meachum meets Thursday, March 23rd with Architect Jeff Jarvis out of Kankakee for a consult. A second meeting is planned with a structural engineer to determine if the roof can hold or if an emergency repair must be done to hold us over. RPS, a roofer we have used for repairs in the past, is standing by.

Policy Committee Report: ALA Library Freedom to Read Statement, ALA Freedom to View Statement, ALA Library Bill of Rights, Bloodborne Pathogens, Community Room Policy, Community Service Policy, and Computer Use Policy were approved. Equipment Policy was amended. Motion to approve the changes to the preceding policies was made by Secretary Quigley and second by Trustee Reigh. Motion carried by roll call vote with 5 ayes and 2 absent. Ayes: Clennon, Fitzsimmons, Quigley, Reigh, and Zoleck-Browning. Absent: Smith and Vasko.

Our current CPA, Smith, Koeling, Dykstra & Ohm, has presented us with a cost increase, which is almost double the current rate. SKDO recommended the library look for a new CPA firm, but agreed to stay on until a new one is found. Director Meachum approached our Auditor, William Crawford, a CPA out of Coal City, who currently does work for Three Rivers, to change his role after the next audit. Mr. Crawford has accepted the duties, except payroll, for less than we pay now. Director Meachum is gathering estimates from groups like Paylocity (recommended by Danni Esposito at Three Rivers). Director Meachum likes the added services from such an agency, and believes the library will actually save money after all changes are made.

Our computer tech consultant, John Coyle, is dropping his storefront in Wilmington, which is a huge loss for the residents here. John approached us about possibly having a space at the library in exchange for tech services. After discussion and doubts were expressed, it has been decided the library will likely hire John as a contract employee with fixed hours instead. He is amenable to that idea as well.

While shopping out the current building insurance, Director Meachum decided to obtain an insurance appraisal to be sure the library has adequate coverage. A report is anticipated before the renewal happens.

Approval of Minutes of Previous Meeting

The minutes were approved as presented and will be filed for audit.

Finance Report

Treasurer Clennon reviewed Budget numbers. Discussed and reviewed financial reports for February.

Payment of Bills

Trustee Clennon moved, second by Quigley to pay the February operating expenses in the amount of \$24,109.38 and payroll expenses in the amount of \$29,317.44. Motion carried by roll call vote with 5 ayes and 2 absent. Ayes: Clennon, Fitzsimmons, Quigley, Reigh, Vasko, and Zolecki-Browning. 2 Absent: Smith and Vasko.

Report of the Staff

Director Meachum, Adult Services Manager Healy, Youth Services Manager Matters, submitted written reports in the packet.

Correspondence

Will County Children's Advocacy sent an invitation to the 9th Annual "Men Who Cook" event. All proceeds help abused children

Announcements

None

Adjournment

President Pro-Tem Zolecki-Browning adjourned the meeting at 8:40.