

Oglesby Public Library Board Meeting  
July 24, 2017

President Rich Vollmer called the meeting of the Oglesby Public Library District Board of Trustees to order at 6:30pm in the Library.

**Present** Rich Vollmer, Rick Rigazio, Mary Hansen, Wanda Lent, Sam Tillmann, Barbara Ficek, Director Rebekah Clark

**Absent**- None

**Guests**- Dorothy Debosik

**Public Comment to Agenda**- None

At 6:32pm a motion was made by Hansen and seconded by Lent to go into **Closed Session** to discuss the appointment of a Trustee to fill the two year vacant seat on the Board. AYES-All The motion carried.

At 6:56 pm a motion was made by Lent and seconded by Rigazio to return to the regular meeting. AYES-All The motion carried.

A motion was made by Lent and seconded by Tillmann to offer the position of Trustee to Dorothy Debosik. Roll call-Ayes, Lent, Vollmer, Hansen, Rigazio, Ficek, Tillmann. The motion carried.

Dorothy Debosik was present and accepted. The Oath of Office was administered by Vollmer. Welcome to the Board.

**Secretary's Minutes**

A correction was made on page 2 to strike number 2 from the minutes. A motion was made by Rigazio to accept the corrected minutes and place the June 24 Minutes on file.

**Monthly Bills**

General Expenses-	\$8,878.80
Payroll-	<u>2,683.13</u>
	\$11,561.93

A motion to approve the payment of the previous month's bills was made by Lent. AYES-All

## **President's Report**

Vollmer reported that because of a leak in the hot water tank it had to be replaced. It was still under warranty. The leak was discovered during an investigation and the replacement of the circulation pump. The circulation pump is making noise and will be checked.

During mowing of the grass, a six inch wire flew into the glass door in the Children's Room cracking it. Shards of glass flew into the room and are embedded in the carpet. Andy's Karpet has been contacted to do a deep clean of the carpet to remove the glass. The City insurance will cover the replacement of the glass door and removal of the glass from the carpet.

A motion was made by Tillmann and seconded by Hansen to authorize Clark to get the remainder of the carpet and the cloth chairs cleaned. AYES-All The motion carried.

A motion was made by Tillman to accept and place on file the President's Report.

## **Treasurer's Report**

Heartland checking account as of June 30, 2017 - \$3,978.13

Grant Account at Eureka - \$17.08

Special Reserve Fund (includes interest) - \$2,400.16

Oglesby Public Library Historical Account - \$1,869.24

A motion to approve and place *The Treasurer's Report* on file was made by Rigazio.

## **Librarian's Report**

The Special Reserve fund had an \$8 charge because it was under the minimum for an interest bearing public fund checking account. Clark contacted Heartland and charge was waived. The account has been converted to a non-interest bearing checking account.

Clark has been working on the IPLAR (Illinois Public Library Annual Report). She has reconfigured and added annual statistics that will make next year's report go more smoothly.

The review of the Secretary's minutes (required as part of IPLAR) was completed with minimal corrections, (mostly grammatical).

*Open Meeting Act (OMA) Certificates of Completion* were received from Lent, Rigazio and Ficek. Ficek noted a change from the previous test. Closed session minutes are to be kept in one location only. The Board was informed that any closed session minutes kept in their personal files should be returned to the library.

## **(Librarian's Report continued)**

### **Attending:**

Will complete FOIA and OMA training by the end of August.

Webinar "Navigating the Changing Landscape of Library Privacy" July 25

PrairieCat Delegates Meeting via Webinar July 26

Three of our staff are registered for a PrairieCat Users Group Day on September 29 at Waubensee Community College in Sugar Grove

A motion to accept and place on file the Librarian's Report was made by Ficek.

### **Committee Reports**

None at this time

### **Correspondence**

Tillmann handed out copies of a recent article on TIF that appeared in the local newspaper.

A letter was received from attorney Phil Lenzini's law firm stating that he has been nominated as an *Illinois Library Luminary*. The nomination is only complete when supporters of the nominee make a total contribution of at least \$2,000 to the Illinois Library Association Foundation on his behalf.

### **Unfinished Business**

New Trustee appointment competed earlier.

### **New Business**

Reviewed the proposed Budget for 2017-2018.

A motion was made by Lent and seconded by Tillmann to approve the tentative ANNUAL BUDGET AND APPROPRIATION ORDINANCE 08282017 FOR THE FISCAL YEAR BEGINNING ON THE 1ST DAY OF JULY 2017 AND ENDING THE 30<sup>TH</sup> DAY OF JUNE 2018. Roll Call-AYES-Lent, Vollmer, Debosik, Hansen, Rigazio, Ficek, and Tillmann. The motion carried.

The public hearing will be held in the library at 6:15pm before the regular August 28 meeting. The Budget will be available in the library for 30 days prior to the meeting. A public notice will appear in the local paper.

### **Public Comment-**

None

The public Budget Hearing for 2017-2018 will be held at 6:15pm in the library before the regular meeting. The next regular meeting is August 28, 2017 at 6:30pm.

Meeting adjourned at 8:07pm.

*Barbara Ficek*, Secretary