

Oglesby Public Library Board Meeting

May 22, 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

**Oath of Office**

President Vollmer administered the Oath of Office to the three recently elected Trustees: Wanda Lent for a two-year term, and Rick Rigazio and Barbara Ficek for the two six-year terms.

**Secretary's Minutes**

Lent made the motion to accept and place the Regular Meeting Minutes of April 24, 2017 on file.

**Monthly Bills**

General Expenses-	\$3,565.99
Payroll-	<u>6,051.51</u>
	\$9,617.50

A motion to approve the payment of the April bills was made by Ficek and seconded by Hansen. AYES-All

**President's Report**

Vollmer announced that Hope Week will be June 12-13. The Hope Week group are volunteers from several area churches that donate their time and materials to help non-for-profit institutions complete projects. The plan is that they will finish painting the interior of the library, the foyer and conference/work room and the border of the outdoor sign. They have been asked to relocate the local history area into the conference/work room, rearrange other areas in the library, and install additional outlets if possible.

## Treasurer's Report

Heartland checking account as of April 30, 2017 - \$8,797.41

Grant Account at Eureka - \$199.65

Reserve Account Fund (includes interest) - \$6,895.03

Oglesby Public Library Historical Account - \$1,869.24

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

The balance of the Replacement Tax for 2016 has been received.

At the June meeting, the Board will authorize, if necessary, a transfer of funds from the Reserve Account to meet the end of the fiscal year expenses and payroll.

**Again** the Board was reminded that the budget is **very tight** for this and the next fiscal year.

## Librarian's Report

The *Calendar of Events* for June was presented to the Board.

Thanks to a generous offering from Reaching Across Illinois Library Systems, (RAILS), and the Chicago Zoological Society's Brookfield Zoo, the Oglesby Public Library received twenty free admission passes to the Zoo's newest exhibit, "*Dinos and Dragons*". The passes will be given away during the Summer Reading.

Planning Adult and Teen Summer Reading Events. Bingo sheets will start on June 1. Hope Week is June 12-13. Discussed in President's Report earlier.

The Library is adding a receipt printer to the checkout computer.

The annual database cleanup of patrons owing less than \$10 who have not checked out any materials since 1/1/2014 and whose card expired before 1/1/2017 will be purged. The number in this category is 698. There are 153 patrons owing over \$10 who also meet the same criteria. The total owed is \$4,570.06. Some date back to 1995.

Seven attended the May's Book Club.

Eight classes of Preschool students participated in Field Trips to the Library. Over two Fridays 150 visited the library.

Twenty-seven attended the excellent *Summer Bird* program.

On May 24 Clark will go to Lincoln School to introduce the Summer Reading program to K-5 classes.

On May 16 the entire staff participated in the *eRead Illinois Axis360 eBook app* training in our library.

Attending:

*Director's University* sessions in Springfield June 5-9

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

## **Committee Reports**

The Budget Committee presented a proposed tentative budget for the fiscal year beginning on July 1, 2017 and ending June 30, 2018. We are budgeting for a *black band notice*. We estimate that the tax rate will not change.

## **Correspondence**

Received a notice from John's Service and Sales that it is time to check the HVAC units.

Received the Certified Tax Rate Extension Summary for 2016 from the County. The Hartauer Insurance renewal quote, which includes Workman's Comp and the Director's and Officer's Liability, was \$2,488. Last year it was \$2,937.

A thank you was received from the University of Illinois Extension County Gift Account for the *Soups and Stews* program donation.

Thank you notes were received from both sets preschool classes that came to the library for their field trips.

## **Unfinished Business**

None

## **New Business**

The vacant two year term for Trustee will be announced on the Website. Interested applicants are asked to submit letters before the June meeting.

Election of officers for the June 2017-May 2018. A motion was made by Lent and seconded by Hansen nominating Rich Vollmer for President, Rick Rigazio for Vice-President, Barbara Ficek for Secretary, and Sam Tillmann for Treasurer.

### **Roll Call-**

Rich Vollmer for President- AYES-Lent, Rigazio, Hansen, Ficek,  
Tillmann- Abstain, Vollmer

Rick Rigazio for Vice-President-AYES-Lent, Vollmer, Hansen, Ficek,  
Tillmann –Abstain, Rigazio

Barbara Ficek for Secretary-AYES- Lent, Vollmer, Rigazio, Hansen,  
Tillmann- Abstain, Ficek

Sam Tillmann for Treasurer- AYES- Lent, Vollmer, Rigazio, Hansen,  
Ficek- Abstain, Tillmann

Vollmer distributed the Director's Evaluation form. Trustees were asked to complete and return to him in two weeks.

The motion carried.

### **Public Comment-**

Vollmer asked Clark to check into which local food vendors offer drive thru meal fund raisers.

The next regular meeting is June 26, 2017 at 6:30pm. Meeting adjourned at 7:23pm.

*Barbara Ficek*, Secretary