

**Oglesby Public Library Board Meeting
September 25, 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, Dorothy Debosik, Mary Hansen, Rick Rigazio, Sam Tillmann, Wanda Lent, Barbara Ficek, Director Rebekah Clark

Absent:- None

Guests:- None

Public Comment to Agenda- None

Secretary's Minutes

A motion was made by Lent to accept and place the August 28 Budget Hearing Minutes on file after correcting the meeting date. A motion was made by Rigazio to accept and place on file the Regular Meeting Minutes of August 28.

Monthly Bills

General Expenses-	\$3,281.85
Payroll-	<u>6,228.60</u>
	\$9,510.45

A motion to approve the payment of the previous month's bills was made by Debosik and seconded by Hansen. AYES-All

President's Report

Vollmer has talked to Mike Pillion of Oglesby Public Schools and Dom Rivara, Oglesby Finance Commissioner, about our concerns for the possible formation of future new TIF districts.

Vollmer reported that notification has been received that the *Corporate Personal Property Replacement Tax* for this year is estimated to be reduced by 23.84%. That would reduce our revenue from \$14,884 in 2016 to \$11,336 for this fiscal year.

Vollmer was notified by Susan A. Mendoza, State of Illinois Comptroller, that the Illinois Office of the Local Government Division (LGD) has implemented a change in practice regarding local government audit reports. Previously if the Budget was less than \$850,000 the governmental body was exempt from audits. Vollmer contacted Baxter's office. Jay is on vacation and he will contact us on his return as to how this change affects the library.

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

Treasurer's Report

Heartland checking account as of August 31, 2017 - \$37,646.33

Grant Account at Eureka - \$17.08

Special Reserve Fund (includes interest) - \$2,400.21

Oglesby Public Library Historical Account - \$1,869.24

To establish an account at the Illini Bank, they will need the meeting minutes with the names and positions of the authorized signers. They will also need our EIN number and verification of the exact name of the account. The account will be under the name of the Oglesby Public Library District, DeFilippi Fund. President Rich Vollmer, Vice-President R. (Rick) Rigazio, Secretary Barbara Ficek, and Treasurer Sam Tillmann will need to go to the Illini Bank with two forms of ID and state what they do/did for a living.

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

Librarian's Report

Clark handed out the draft of the documents for the tax levy and the *Truth in Taxation* document. The levy hearing could be held in October.

Clark requested board input on the wording for a press release for the LaSalle News Tribune explaining the need for a tax increase so the library can obtain money from the expired TIF districts that the library was not receiving. By our calculations the library tax rate will not increase.

A staff member noticed that the ground near the side door sidewalk had sunk. It was a potential hazard. *Pavers and More* donated pulverized dirt to fill in the gap and planted grass seed. The Library staff will continue to water until the seed germinates.

Director Clark's vacation is scheduled for October 6-10, possibly until the 11th depending on travel fatigue.

Attending:

Two staff members will be attending the Book Repair workshop at the Reddick Library in Ottawa on September 26.

The library will be closed for staff training on Friday September 29, 2017. The *PrairieCat 2017 Users Group Day Training* will be from 9:00am to 3:00pm at Waubensee Community College in Sugar Grove.

The board reviewed chapters 1-5 of the *Trustee Facts File, Fourth Edition* provided by the Illinois State Library program and a webinar on *Safety in the Library* that Steve Albrecht did for RAILS. Clark will prepare a library code of conduct and ways for staff to communicate security incident reports to each other.

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

Committee Reports

None

Correspondence

Director Clark and Rosalind of Baxter's office believe that the essence of the letter from Comptroller Mendoza's office is that by 2019, audits will have to follow General Accepted Accounting Standards. Also that *modified cash basis* will no longer be acceptable as an accounting method. When Jay Baxter returns from vacation he will be able to answer more questions.

A thank you was received from Jill Gay, County Director of the University of Illinois Extension.

Unfinished Business-

Two quotes have been received for the replacement of the Anti-Syphon valve problem. Clark was asked to get two more quotes.

New Business

Lent and Debosik will attend a Trustee Training program in Genoa.

Trustee training discussed in Librarian's report was completed at this time. Clark is looking into ways to communicate between staff members on daily issues.

The *Truth and Taxation Tax Levy* will be held on October 23 at 6:15pm. Notification will be sent to the local newspaper.

Public Comment-None

The Truth and Taxation Tax Levy Hearing will be at 6:15pm on October 23, 2017. The next regular meeting is October 23, 2017 at 6:30pm. Meeting adjourned at 7:54pm.

Barbara Ficek, Secretary