

**MARYVILLE COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
August 14, 2012**

I. Call to Order – Pledge of Allegiance – Roll Call

President Phyllis Coy called the meeting to order at 7:00 p.m.

Members Present

Phyllis Coy – President
Linda Mauck – Treasurer
Toni Barz
Mary Goodwin
Fran Karanovich
Janet Cange

Members Absent

Marylee Kicielinski -
VP

Guests

Peggy Pick – Library
Director
Ed Kostyshock –
Village Liaison

II. Approval of July BOT Meeting Minutes

There was a motion by Fran Karanovich and a second by Janet Cange to accept the July 2012 minutes as presented. Motion passed, and the minutes will be placed on file in the library.

III. Approval of July 18th Emergency BOT Meeting Minutes

There was a motion by Fran Karanovich and a second by Janet Cange to accept the July 18th emergency meeting minutes as presented. Motion passed, and the minutes will be placed on file in the library.

IV. Approval of the July Financial Reports/Vote

There was a motion by Phyllis Coy and a second by Mary Goodwin to approve the July financial reports as presented.

Roll call:

AYES: Coy, Mauck, Goodwin, Cange, Karanovich, Barz

NAYS: None ABSENT: Kicielinski

Motion passed, and the reports will be placed on file at the library.

Linda Mauck reviewed and confirmed the reports are correct. The Board requested the costs for planning the new library be broken out separately under the special reserve fund. Linda stated this will be accomplished by the next meeting. Fran Karanovich requested that we keep a separate monthly running total of costs for both the project manager and the architect.

The Library's bookkeeper, who resigned due to additional responsibilities with her full time job, will stay on until a replacement is found. Linda Mauck has spoken with a possible candidate, and will present the library's accounting requirements in more detail. The current bookkeeper will train the new person on the Regions payroll module and has recommended the Library not change the bank that processes payroll until W2's are completed in early 2013.

Linda Mauck explained the advantages to having two accounts; one each with First Collinsville and First County Banks. She restated the advantage of having two charters, as there is \$250,000 FDIC insurance with each account. Madison County will start depositing checks directly to First Collinsville instead of Regions. Entering the new fiscal year, the Library balance is expected to be at \$648,000. It was noted that this is primarily due to the Library Director's dedication to fiscal responsibilities and attention to spending.

Report Printing: Linda recommended discontinuing printed copies of the monthly financials with the exception of the monthly statement and statement of revenue and expenditures. With some discussion, it was decided that the electronic files would be suffice for most of the financial back-up material.

V. Committee Reports

1. Library Director's Report

When the 2012 Illinois Library Law manual is published in October, nine copies will be ordered since the Bylaws state all BOT members should receive a copy.

The Illinois Association Conference will hold a Trustee Day on Wednesday, October 10 in Peoria. There is a handout included in the meeting packets. Early registration should be completed by August 27. Peggy Pick and Sandy Shattuck will attend the entire conference.

Eagle Scout Project – The concrete has been poured and once it dries, the benches will be installed.

Thank you to the Village of Maryville for painting the library's front door and cleaning and maintaining the air conditioner. We appreciate all their work to keep the library building in good repair.

Summer Reading Program was a great success with an average of 80 children and 40 adults attending each week. Thank you to the Village for allowing the library to hold summer reading program activities in the community center.

The summer reading program for teens was also a success with 13 teens participating.

The Food for Fines program at the library combined with the food collected by the Summer Reading Program resulted in over 800 food items donated to the Maryville Food Pantry.

A new amendment to the Open Meetings Act takes effect January 1, 2013.

- Provides that posting of the notice and agenda on a website that is maintained by the public body satisfies the requirement for continuous posting for at least 48 hours prior to the meeting.
- Requires the posted agenda to set forth the general subject matter of any resolution or ordinance that will be the subject of final action at the meeting

Collection Development: 97 items were added in July

Patron Statistics – attached.

Library Programs and Activities – These can be found on the library website: maryville.lib.il.us. They are also included in the news release emails that Sandy sends you. Invite a friend.

8/11	1:00	Teens @ the Library will discuss The Butterfly Clues By Kate Ellison
8/17	1:00	LARC II will discuss The Song of Achilles By Madeline Miller
9/28	1:00	LARC (Ladies Adult Reading Club) will discuss Memoirs of a Geisha by Arthur Golden
Children's Storytime	Saturdays 10:30	

The fall session for Preschool Storytime will begin in September.

There was a motion by Linda Mauck and a second by Toni Barz to approve the Library Director's report. Motion carried.

2. Treasurer's Report/vote

There was a motion by Phyllis Coy and a second by Mary Goodwin to approve the Treasurer's report.

Roll call:

AYES: Coy, Mauck, Goodwin, Cange, Karanovich, Barz

NAYS: None ABSENT: Kicielinski

Motion passed, and the reports will be placed on file at the library.

3. Ad Hoc Committee Report/ Vote

The Ad Hoc Committee, comprised of Janet Cange, Fran Karanovich and Mary Goodwin, reviewed the secretary's minutes. The minutes are matched with the agenda and support documentation. It was determined that all are accurate and up to date.

The possibility of keeping paperless records was discussed with some concerns about all documents being accessible at any time. Various methods for providing protected storage were discussed, including Internet storage.

Fran Karanovich mentioned the need for the Board to review minutes of closed sessions. Phyllis Coy will check regulations and timeline. The topic will be revisited after the September meeting.

There was a motion by Phyllis Coy and a second by Linda Mauck to approve the Ad Hoc Committee Report.

VI. New Business

1. Discussion on New Board Member for MCLD BOT

It was announced that Mary Goodwin has submitted her resignation from the Board to be effective following the September hearings. She will officially resign at the September BOT meeting. Phyllis brought forward two replacement candidates for discussion prior to

contacting either. It was decided to move forward with a highly recommended candidate (Kathy Kunz). Phyllis will contact Kathy and invite her to the September meeting where she will be sworn in.

VII. Other Business

1. Maryville Library Improvement Committee Report

Fran discussed the following five points:

1. The meeting with Bond Architects and the Mayor.
2. The meeting held with the employees.
3. The Caucus meeting with the Village Trustees. She restated that Bond Architects did an excellent job. The concept drawings were well accepted. The Village Trustees expressed confidence in the competence of the architectural firm, the new library committee and the Library BOT. Ed Kostyshock was complimentary of the time and dedication given by all and confirmed the location will be the north side.
4. Fran encouraged everyone to attend the August 16 meeting.
5. On August 15, at 3:30 pm, the first meeting will be held to discuss funding raising for the new library. The Mayor has shared several good ideas.

Ed suggested that once the land is approved, obtaining State approval should be discussed at the August 15 meeting. The Mayor will discuss donation of the property at the meeting. The official status of the property needs to be confirmed with the State; however, no problems are anticipated.

VIII. Unfinished Business

1. TIT (Truth in Taxation) Hearing to be held on September 11, 2012 at 6:00 p.m.

2. B&A (Budget and Appropriations) Hearing to be held on September 11, 2012 at 6:30 p.m. The regular BOT meeting will be held at 7:00 pm. The public is invited to attend and ask questions, voice opinions.

3. Friends of Maryville Library Membership

This topic was brought up at the previous BOT meeting. Phyllis asked if there were any other questions, concerns. Peggy Pick stated ALA has a recommendation that library board members should not be officers of the Friends group, citing possible conflict of interest and ethical problems. She stated more people are needed so the same few do not have to do all the work. Suggestions included inviting people other than the Village Trustees to tour the library, and reaching out to other local Library Friends groups who have had more success.

IX. Next Board of Trustees Meeting September 11, 2012 at the Library

The next meeting will be held on Tuesday, September 11, 2012 at 7:00 p.m. at the library.

IX. Adjournment

There was a motion by Phyllis Coy and a second by Linda Mauck to adjourn the meeting. Motion passed and the meeting adjourned at 8:05 p.m.