

West Sangamon Public Library District
Board of Trustees Meeting
January 3, 2017

MINUTES

June Atkinson – present
Robert Barth – present
Felicia Burns – absent
Chris Byer – present

Martha Darling – present
Katie Frank – absent
Denee Scheidenhelm – absent
Jeanine Benanti – present

The January 3, 2017, meeting of the West Sangamon Public Library Board of Trustees was called to order at 7:00 p.m. by President Barth. Roll call was taken with four trustees in attendance, three trustees absent, and Library Director Benanti present.

Minutes of Previous Meeting:

The November 8, 2016, minutes were read and approved. The September 6, 2016, minutes are still not available. Approval of those minutes was postponed until the next meeting.

Treasurer's Report:

The treasurer's report was distributed and read. There are \$4,992.55 in the checking account and \$91,120.77 in the money market. Martha Darling made a motion that the report be approved and Chris Byer seconded. The report was approved by a roll call vote.

President's Report:

The budget was presented. June Atkinson made a motion to accept the budget as presented and Bob Barth seconded. The budget was approved on a roll call vote.

There was a discussion regarding library employees being paid for closure days due to inclement weather. The following Policy Statement was presented as a motion:

When the library has to close early due to inclement weather, loss of power, or loss of water, employees already in-house will be paid for their whole shift. When the library is closed all day for the above reasons, no employee will be paid.

Bob Barth made a motion that the Policy Statement be adopted and Chris Byer seconded. The motion was approved by a roll call vote. It will go into effect immediately.

Trustee positions were discussed for the upcoming April Consolidated election. June Atkinson did submit to be on the April ballot. There were no applicants for the open six-year terms of Chris Byer and Katie Frank. Denee Scheidenhelm has resigned due to family obligations and Felicia Burns did not apply to be on the April ballot so replacements for these two trustees' remaining four-years will need to be appointed.

Director's Report:

The ADA doors are done.

The library has purchased a new copier with the help of funds from the Friends of the Library.

One of the public computers' hard drive had to be replaced.

The Children's Room carpet and shelving needs to be upgraded. Costs will be explored and perhaps the donation from Bobette Gerlach's estate could be used.

Guidelines for proper disposal of old records have been received from the Illinois State Library. The project will be on-going as time permits.

A program called "1,000 Books Before Kindergarten" will begin in January. Reading logs and small prizes will be available for every 100 books read.

Committee Reports:

There were no committee reports.

Friends of the Library:

The Book & Bake Sale in November netted \$438.75. Two coupons for free children's books were used and no Welcome Packet coupons were used.

The next Friends' meeting will be at 6:30, January 9, 2017, at St. Mary's Parish Center.

Old Business:

Library hours were discussed. Director Benanti will project some figures for the cost of extending the "open" times by two hours one day a week.

New Business:

There was no new business.

At 7:44 p.m. June Atkinson motioned to adjourn and Chris Byer seconded.

The next meeting will be on Tuesday, March 7, 2017.