

**Glen Carbon Centennial Library District
Board Meeting Minutes
Monday, August 24, 2015 at 7:00 p.m.
Community Room**

Call to Order-7:04pm

Roll Call-Deborah Owen, Kathy Dortch, Bob Paty, Anne Link, Amy Gabriel absent with notice, Bob Hormell arrived at 7:55pm
Library Director Ron Pauli-present

Recognition of Visitors – No visitors present

Trustee Training Video-Viewed library trustee training video produced by United for Libraries

Accept or correct following minutes:

- 7.27.15 Board Minutes-Motion to accept minutes as corrected made by Deborah Owen and seconded by Bob Paty. Motion carried unanimously.

- 7.30.15 Personnel Comm. Minutes-Motion to accept minutes as corrected made by Bob Paty and seconded by Anne Link. Motion carried unanimously.

- 7.30.15 Finance Comm. Minutes-Motion to accept minutes made by Bob Paty and seconded by Deborah Owen. Motion carried unanimously.

Communications:

July 29, 2015-Scholarship recipient article in Intelligencer
August 5-6th; 8-9th 2015-Gardening workshop article in Intelligencer
August 10, 2015-Letter of Resignation from Susan J. Kesler, cataloger
August 13, 2015-Gardening workshop article in Intelligencer
August 18-20, 2015-Computer Classes article in Intelligencer
August 20, 2015-Programs for children article in Intelligencer
August 21, 2015-Computer Classes article in Intelligencer

Phone/Email Lists Updates:

No phone updates made. Board asks the Director to create an email account under the Glen Carbon library domain for official Library Trustee business. Motion made by Bob Paty and seconded by Deborah Owen.

Roll Call: Kathy Dortch, Deborah Owen, Bob Hormell, Bob Paty, and Anne Link. Motion carried unanimously.

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Director's Report:

Library Director received a written letter of resignation from Susan Kesler indicating her retirement after 19 years of service. Spent considerable time preparing the 2015 IPLAR Report due to the Illinois State Library on September 1, 2015. Requested funding from the Edwardsville/Glen Carbon Junior Service Club for a \$200 Apple iPod Touch for use by staff for improved staff communication and technology training with patrons with iOS devices. Met with Finance Committee and Personnel Committee in late July. Met with Circ. Manager and YS Manager to discuss implications of impending retirement of cataloger. Contacted by the Illinois State Library and asked to serve as committee member for the 2016 Statewide Public Library Management Institute. Obtained legally required "Certificate of Publication" #15-0426 "Public Notice of Ordinance No. 15-2 otherwise known as the Building and Maintenance Levy passed by Board on 7/27/15. Attended the FOL August 12 meeting and submitted for FOL consideration a "wish list" of three items for the library including new folding tables w/electric/USB hookups, electrical work in YS Area, and one month subscription to Shutterstock. All three wish list items funded by the generosity of the FOL.

Treasurer's Report:

July, 2015 Financials-Motion made to accept monthly expenses in the amount of \$62,131.08 motion made by Bob Paty and seconded by Bob Hormell.

Roll Call: Kathy Dortch, Deborah Owen, Bob Hormell, Bob Paty, and Anne Link. Motion carried unanimously.

Finance Committee –Finance Committee Meeting discussed re simplifying budget preparation process.

Personnel Committee – Nothing to report

Building Committee- Nothing to Report

District Committee – Nothing to Report

Unfinished Business – Motion made to pay for the 13/14 Village Audit for \$1800.00 made by Bob Paty and seconded by Bob Hormell.

Roll Call-Kathy Dortch, Deborah Owen, Bob Hormell, Bob Paty, and Anne Link. Motion carried unanimously.

New Business –

- a. Adoption of Ordinance No. 15-3 (Budget & Appropriations Ordinance). Motion to approve the ordinance made by Bob Hormell and seconded by Bob Paty. Motion passed unanimously.
- b. Presentation of updated job descriptions for Technical Services Dept. and YS Assistant for Trustees to review and tabled until September meeting.
- c. Presentation of updated Organizational Chart to review and tabled until September meeting.

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- d. Consideration of donation to the StraightUp Solar Company. Director to review and tabled until September meeting.
- e. Authorization and signing by Board President and Board Secretary of FY 14/15 IPLAR prepared by Library Director.

Adjournment made by Bob Hormell and seconded by Bob Paty at 9:25 pm

Date for next Regular Meeting – September 28, 2015