

MINUTES

February 12, 2018 Monthly Board of Trustees Meeting Arcola Public Library District

Those present - Jeff Saunders, Mark Eadie, Robert Arrol, Debbie Nacke, Allen Yoder, Cheryl Switzer (Library Director), Tina Vandever (Bookkeeper).

Absent - Debbie Sosamon, Lynda Fishel

President Saunders called the meeting to order at 6:00 p.m.

Kevin Figgins of Olmsted Brothers Insulation, Inc. presented his plan and estimate for insulating our attic "problem areas". The cost of insulating and repairing gap areas over the office area, dome and foyer came to \$8615. Process could be done over a weekend to minimize fumes and dust that would be encountered.

- Minutes from the the January monthly meeting were presented and reviewed.
- Motion was made by Yoder to accept, second by Nacke, motion carried.

Financial Report

- Bookkeeper Vandever expressed concern that she was not able to monitor the library's checking account online. This concern was brought to light recently when fraudulent activity was suspect and she had no access. Eadie made the motion that we grant her the option to work with the bank to secure a "view only" online accessibility for our account. Motion was seconded by Arrol. Motion passed.
- Financial report from the month of January was presented and reviewed.
- Motion to approve report and pay bills by Nacke, second by Eadie, motion carried.

President's Comments

- None

Committee Reports

- None

Librarian's Report

- Reviewed and received.

Old Business

- The Carnegie informational brochure is still in progress.

New Business

- It was decided that the estimate from Olmsted Brothers Insulation, Inc. be tabled until next month. This will allow us to seek out other estimates.
 - DVD copies of the WEIU-TV Our Story series being offered are not something that we feel necessary at this time.
 - It was taken under recommendation that the library adopt "Winter Hours" to accommodate slow traffic during the winter months. A proposal will be presented in the future to instate this amendment starting this coming fall.
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- Motion to adjourn at 7:02 p.m. by Eadie, second from Yoder, motion carried.

A handwritten signature in black ink, appearing to read 'Mark Eadie', written on a light blue background.

Mark Eadie, secretary