

MINUTES

June 12, 2017 Board of Trustees Meeting Arcola Public Library District

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

Absent - Debbie Sosamon,

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

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

Financial Report

- Financial report from the month of May was presented and reviewed.
- Motion to approve report and pay bills by Eadie, second by Arrol, motion carried.

President's Comments

- The remainder of the shelving unit parts have been received and the unit has been assembled.

Committee Reports

- None

Librarian's Report

- Reviewed and received.

Old Business

- The question as to why daily business hours were not included on our new brochure was answered by Eadie. "Open Daily Monday-Saturday" with no specific hours listed facilitates any future daily hour changes, thus making the brochure less likely to need future editing.

- The suggestion of placing urns for flowers on the South Entrance stairway was revisited by Arrol. He suggested buying two urns. Eadie made the motion that Arrol purchase 2 urns from Home Depot for no more than \$100 each. Fishel seconded the motion and it carried.

New Business

- Meeting Date Ordinance was reviewed. Arrol made the motion to approve, Eadie seconded, carried. Eadie to secure publishing in the Arcola Record-Herald.
- Prevailing Wage Ordinance was reviewed. Yoder with motion to approve, seconded by Fishel. Motion carried. Eadie to secure publishing in the Arcola Record-Herald.
- Building and Maintenance Ordinance was reviewed. Eadie made the motion to approve and Nacke seconded. Motion carried. Eadie to secure publishing in the Arcola Record-Herald.
- Non-Resident Fee of \$60 was recommended by Switzer upon survey information and calculations. Yoder made the motion to set the fee at \$60 annual. Nacke seconded and the motion carried.
- Vacation request for July 14-24 from Cheryl Switzer was received. Arrol motioned to approve with second from Fishel the motion was approved.
- Yoder reported on moneys invested by the library and the need to move money from the checking account into a Certificate of Deposit. One CD at Arcola First Bank is due at the end of June. As to the checking account money, disposition of this was discussed and was tabled. No recommendation was made at this time. Eadie made the motion that the CD coming due at First Bank be renewed for 5 years @ 1.15%. Nacke seconded and the motion passed.
- Motion to adjourn at 6:44 p.m. by Eadie, second from Yoder, motion carried.

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

Mark Eadie, secretary