

MINUTES

May 14, 2018 Monthly Board of Trustees Meeting

Arcola Public Library District

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

Absent - Allen Yoder, Debbie Nacke

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

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

Financial Report

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

President's Comments

- None

Committee Reports

- None

Librarian's Report

- Reviewed and received.

Old Business

- No old business.

New Business

- Contract with Clean The Uniform Co. is up for renewal. Motion to renew annual contract was made by Sosamon, seconded by Arrol. The motion passed.

- Carso, Inc. has solicited their services to spray unwanted vegetation in landscaped areas of the property. This would come at an additional \$150 to our annual contract with them. Fishel made the motion to add the service, Arrol seconded and the motion carried.
- Motion was made to approve the purchase of furniture from Yoder Homestead Furniture. This is for furnishings to the Young Adult area. Monies would be secured from memorial funds. Arrol motioned to purchase, Sosamon seconded and the motion passed.
- Point of Order was made by Eadie as to the previous item.

As this decision and order was made without prior board consideration, a reminder that all expenditures of the library district need to be presented to the board for approval prior to the ordering and/or purchasing of merchandise or soliciting services.

- The annual service contracts for online service entities which the district uses are up for renewal. OCLC (search service), MyMedia Mall and Share services were all recommended for renewal with a motion from Arrol and second from Eadie. The motion to renew carried.
- Motion to adjourn at 6:38 p.m. by Eadie, second from Arrol, motion carried.

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

Mark Eadie, secretary