

MINUTES OF THE August 20, 2013
SHERRARD PUBLIC LIBRARY DISTRICT

Board members in attendance: Barb Ruane, Allen Holdsworth, Molly Kindelsperger, Marnita Curry, Brittney Belha, Tanya Werner.

Staff: Dodie Wessel

MOTIONS:

Motion by Kindelsperger to approve the Agenda. Second by Ruane. Motion carried.

Motion by Curry to appoint Brittney Belha and Tanya Warner as trustees of the Sherrard Public Library District Board. Second by Kindelsperger. Motion carried.

Motion by Kindelsperger to approve the minutes from the regular meeting, Advisory Committee meeting, public hearing, and the closed session meeting. Second by Ruane. Motion carried.

Motion by Kindelsperger to establish a working cash fund. Second by Ruane. Motion carried.

Motion by Kindelsperger to approve the Building and Maintenance ordinance. Second by Ruane. Motion carried.

Motion by Ruane to establish an IMRF Fund at 1,000 hours per employee with the library director as the authorized agent. Second by Kindelsperger. Motion carried.

Motion by Curry to approve the Budget and Appropriation Ordinance. Second by Kindelsperger. Motion carried.

Motion by Kindelsperger to make a 5% wage increase for each employee retroactive to July 1, 2013. Second by Belha. Motion carried.

Motion by Curry to keep the CD at 1st Community Bank. Second by Kindelsperger. Motion carried.

Motion by Kindelsperger to put the \$100,000 that is being saved for the new building into 1st Community Bank of Sherrard as a 12 month CD.

Motion by Curry to approve moving money into one bank account and separating the fund categories by QuickBooks. Second by Holdsworth. Motion carried.

Motion by Kindelsperger to adjourn at 8:44. Second by Belha.

DISCUSSIONS:

Treasurer's Report:

The two computers and a/c repair are the only expenses that are worthy of noting as they are not regular expenses.

Director's Report:

The Board took a minute to review the written update given by Dodie.

Finance – Marnita Curry, Allen Holdsworth

Personnel – Allen Holdsworth, Tanya Warner, Brittney Belha. Barb Ruane

Policy – Barb Ruane, Tanya Warner.

Technology – Marnita Curry, Molly Kindelsperger.

Building and Grounds – Brittney Belha, Molly Kindelsperger.

Unfinished Business:

Working Cash Ordinance – See Motion 4.

Building and Maintenance Ordinance – See Motion 5.

IMRF Ordinance – For the year of 2013, the IMRF will cost the library between \$11,000 and \$13,000, which is 9.27% of each employee's salary. This enrollment is optional. Should the employee choose to enroll, it will cost 4.5% of their salary. See Motion 6.

Budget and Appropriation Ordinance – See Motion 7.

Wage Increases – Per Dodie, we are 20% behind in wages in comparison to the places Dodie checked. The salary should be approximately 65% of the budget. The SPLD is not even at 50% of the budget right now. Dodie is suggesting a 5% increase for each employee. See Motion 8.

New Business:**Committees:**

Upstairs room(s) upgrade – Midwest Contracting put in a bid of \$19,300 for updating two rooms. They also put in a bid for adding a wheelchair lift/ramp (installed by Kone) for \$17,600. The library could furnish these rooms with the current furniture and furniture stored upstairs. The discussion on whether to move forward or not will be tabled.

CD maturing – The CD is currently at .5% with \$14,827. See Motion 9.

Savings – Currently there is \$100,000, which is for a future building, at the Bank of Orion. See Motion 10.

Bank accounts – there are multiple bank accounts. We can have them listed separate in QuickBooks with only one account at the bank. See Motion 11.

Personnel policy – family – Currently in the Personnel policy, it states that family cannot be hired into the SPLD. Dodie has hired her husband and one son to drive the bookmobile as substitutes and has hired her other son to help in setting up the computers. One son and her husband have been doing maintenance. She wanted the Board to be aware of this. The Board agrees that this is only temporary help and is not going against the Personnel policy.

Tires for the bookmobile – The Board give approval to Dodie to work with Larry Stone in getting the two tires replaced for the book mobile.

October meeting – Dodie will be at ILA and so the October meeting will be moved to October 22nd.

Items to be placed on the next meeting's agenda:

Levy Ordinance

Upstairs Room Upgrade

Respectfully submitted,

Stephanie Murphy

Recording Secretary