

Minutes of the Sherrard Public Library District Board of Trustees

July 21, 2015

Call to Order 7:02 pm

Board Members in Attendance: Allen Holdsworth, Barb Ruane, Sarah Soliz, Sheryl Steele, Larry Stone

Board Members Absent: Cindy Sanders, Molly Kindelsperger

Staff: Bobbi Jackson

Public Present: None

Motions:

1. Motion to approve the Agenda by Stone, Second by Soliz.
2. Motion to approve the Minutes of June 16, 2015 by Ruane, Second by Stone.
3. Motion to approve the Treasurer's Report by Ruane, Second by Soliz.
4. Motion to approve the Budget & Appropriation Hearing date/time by Ruane, Second by Stone.
5. Motion to approve the dissolution of relationship with RiverShare by Stone, Second by Ruane.
6. Motion to create 2 new special financial accounts (Building Fund and Special Reserve) by Ruane, Second by Stone.
7. Motion to adjourn at 8:20 P.M. by Ruane, Second by Stone.

Director's Report

Discussion:

RiverShare: Moline, River Valley (Port Byron), East Moline, Rock Island, and Robert R. Jones (Coal Valley)'s boards have all made motions to leave RiverShare and Sherrard and Henry C. Adams (Prophetstown) boards have yet to have voted on the motion. We will remain in RiverShare through the FY 15-16, and start operating in PrairieCat on July 1, 2016, if the board approves the motion at tonight's board meeting.

Prevailing Wage Act: Viola Public Library District published our Prevailing Wage Act adoption in the Aledo Times Record on June 5th. We are waiting to get the receipt of publication from the Aledo Times, so we can submit the proof of publication and a copy of the ordinance to the state.

Personnel: All reviews have been completed.

Building and Grounds: The director planted yellow and purple perennials, and Zach mulched around the building. We have heard a lot of positive compliments regarding the flowers and mulch around the library. Zach has sealed the Programming Room window leak, put back up the downspout that fell off and screwed down the roof seal that had been pulled off due to the wind.

Quarterly Filing: Illinois and Federal Quarterly Reports (Q2) have been filed.

IMRF: The director has filed Angela's paperwork and we are waiting to hear what our payment could be to IMRF, she said depending on the amount, IMRF either will raise our payment every month for three to five years, or they will require a full payment. We will receive notice in the mail.

eRead Illinois: Starting July 24th patrons will have access to over 20,000 electronic books. Rosa is working on adding it to the website. We will have fall programs on learning how to use e-readers and eRead Illinois.

Budget: The director has prepared a budget for the 16/17 FY. The director recommends we hold a Public Hearing for the Tentative Budget and Appropriations Ordinance will be 15 minutes prior to the August 18th meeting. The budget is based on the 14/15 FY budget, profit/loss and projected fees adding in the cost of inflation, and the cost of additional IMRF spending. Notice of this meeting will be published in the Aledo Times Record and Argus/Dispatch.

Outreach Library Services: The director and Rosa are looking into our outreach library services at the grade schools (Winola and Sherrard). They have contacted the schools and have discussed fall programs, when the school year begins in August 2015.

Discussion of the success of outreach efforts, e.g., recent postcard mailing, and it's associated cost plus a rise in new patrons. Additionally, board discussed the possibility of snail mailing a newsletter once a year to patrons and the effectiveness of bulk mailing.

Unfinished Business:

The assistant director and director attended a meeting with Mr. Phil Lenzini the "Illinois attorney for libraries," and learned new information on the Working Cash Levy and why it should be stopped and how such action affects the Budget. A motion was made to approve the Budget & Appropriation Hearing on August 18th at 6:45 pm.

Roof Leak: Received an estimate from Marchant Construction for taking the flat area of the roof and trussing and pitching for better rain and snow run-off. Additionally, Larry Stone and Allen Holdsworth have contacted Stan Miller and he hasn't responded yet. The director agreed to contact W.F. Scott, a masonry waterproofing contractor with regards to resolving persistent roof leaking. It was decided to table the issue until additional estimates can be received.

Open Meetings Act training status: Sheryl Steele and Larry Stone have completed the training. Sarah Soliz is working on her training and Cindy Sanders will be contacted to check on her status.

New Business:

Meeting Room Policy: Discussed the need to revise the meeting room policy considering we have more than one room that is used for meetings now. It was agreed that the director will bring a revised policy to the next meeting for the board to vote on.

Dissolution of relationship with RiverShare: Director presented motion (print motion here?) Grants will take care of transferring records to PrairieCat. We did just sign a 4 year contract with OverDrive starting in 14/15, that we may not be able to get out of, in which case we will have OverDrive for two years after leaving RiverShare. Illinois libraries in RiverShare are meeting on August 6, with Judy Hutchinson from PrairieCat to discuss the grant process and technology upgrades needed to complete the transfer of our systems to PrairieCat. Motion to dissolve relationship with RiverShare was passed.

Investing Library Reserves: The director stated that you are only allowed to have 100% of your current fiscal year operating budget in your account. Anything more than that is in excess and is illegal and needs to be put into a separate reserve account. CD rates were discussed and 1st Community Bank will honor rates from other institutions. Motion was made to create 2 accounts: a building account and a special reserve account to be used in case of emergency with transfer amounts to be determined at a later date.

Milan-Black Hawk Area Public Library District: Discussion concerned what this library district will do if Rock Island closes their Southwest Branch library as Milan-Black Hawk levies taxes which basically pay for 80% of Southwest's operating costs. Allen talked with the president of the Milan-Black Hawk Area Public Library District about Sherrard possibly providing services to them if the Southwest Branch is closed.

Larry complimented the director for helping out at the Fish Fry. Also commented on having a good time at Trivia Night with thanks to Chelsey Atnip and the Friends of the Library group for all their hard work. Friends of the Library made approximately \$1,500; and are still working on getting their nonprofit status.

Larry talked with state Rep. Don Moffit about a bill being passed in the State Legislature which will provide funding that allows municipalities to borrow funding for a new building which can be paid back over the years through levied money.

Book Mobile: Discussed possibly taking it to Ottawa to Richie Brothers Auctions to see if they can sell it for us. No one has contacted Mr. Marchant about buying it. The director will call him to see if it is drivable so we can get it to Ottawa. The Book Mobile has been listed on the State library website for several weeks but no one has responded yet.

The next meeting will be August 18, 2015 at 7:00 PM..

Respectfully Submitted,

Sheryl Steele, Interim Secretary