



- Patron Registration
- Test Proctoring Policy
- Local Records Retention Policy

13. Library Trustee positions and terms.

President – Diana Russell, April 2024

Vice-President – Thomas Pullen, April 2021

Secretary – Sharon Eisenmayer, April 2022

Treasurer – Judy Roessler, April 2022

Charleen Fisher, April 2022

Jennifer Painter, April 2021

Susan Bates, April 2024

14. **ERate** - Steve Futrell, ERate Funding Solutions filed the E-Rate FY19 (07/01/19 – 06/30/20) FCC Form 471 #191002512, Application for Funding for Category 1- Internet Service on 01/21/19.

15. Disaster Plan – yearly review

16. **Did not hear yet**--Record Systems, Inc. has a 1 year maintenance contract/warranty on the Canon Microfilm and Document Scanning equipment for \$980.00 for Jan. – Dec. 2019. New contract for 2019.

17. Flooring – Floor Coverings Direct – John Knapp has ordered the flooring.

**18. ILLINOIS STATE LIBRARY Annual Library Certification**

**Overview**

In compliance with Illinois statutes and administrative rules, annual certification is required of all library system members in order to retain system membership and eligibility for grants administered by the Illinois State Library [[23 Ill. Adm. Code 3030.200](#)]. Examples of Illinois State Library grants include public and school library per capita grants, and public library construction grants.

Following certification, library system boards take action to remove non-compliant or non-certifying libraries from system membership. Notification of this action is then forwarded to the Illinois State Library for final approval.

\*\*Please note that as per the revised [ILLINET Interlibrary Loan \(ILL\) Code](#), completion of the [ILLINET ILL Traffic Survey](#) is a prerequisite of certification.

Director Smith completed the certification online through the Illinois State Library on Jan. 3, 2019.

19. IMRF – Received the Final Notice of IMRF Contribution Rate for YR2019- 15.75%.

20. Western Illinois Library Legislative Meet-up held at the Galesburg Public Library on Monday, February 4, 2019 at 11:30-1:30 – Director Smith is registered. If any trustee would like to attend, please let Director Smith know.
21. The Barn at Fairview Acres (Event Venue) Cristy Potts owner met with Director Smith and Allaman to discuss their plans. Cristy and Dan Potts want the library to be able to host events at their venue at no charge to the library. Inside seating will hold 275 people and outside seating will be available as well. Their first event will be an Open House for outside vendors on Sunday, June 9 from 1-6. The library will take the Bookmobile to this event.
22. Goals for the Library and the Bookmobile.
23. Other –
  - 1-2-19 – Brockway tech performed PM on the furnaces, changed furnace filters and checked the thermostats.
  - 1-11-18 – Director Smith attended webinar Compliance with the Open Meeting Act.
  - 1-17-19 – Director Smith attended webinar RAILS member update.
  - 1-23-19 – RSA upgraded Workflows
  - 1-24-19 – Director Smith attended webinar RSA Database and RSA Circulation meetings.

Next meeting is March 4, 2019 at 5:00 p.m.