

JULY AGENDA

1. Call to Order – **Monday, July 10, 2017**, at 5:00 p.m. at the Library.
2. Roll Call

_____ Eisenmayer	_____ Painter	_____ Russell
_____ Fisher	_____ Pullen	_____ Zielke
	_____ Roessler	
3. Minutes of June 5th meeting.
4. Financial Report for June.
3. Preliminary Budget & Appropriations Ordinance and Levy for 2017-2018.
4. Circulation for June.
5. Review of prior year's secretary minutes by two board members – certificate to sign.
6. Personnel
7. The annual Audit is to be scheduled for July with Cavanaugh, Davies, Blackman & Cramblet, Monmouth, IL.
8. FOIA request received June 22, 2017 from SmartProcure submitted a commercial FOIA request for any and all electronic purchasing records from 2017-03-06 to current. Hilligoss ran the report in Quick Books and emailed on June 26, 2017.
9. End of Summer Reading Party will be on Saturday July 22, 2017, I will need some board members to serve the lunch. Danielle Rhinehart and Tristan Johnson has been volunteering on Tuesday and Thursday mornings. Summer reading kids registered: 209 – Library and 45 –Bookmobile. The kids have read 2,279 books and if they reach the goal of 5,000 books read...Director Smith has to kiss a goat.
10. Management Association's 2017 Library Survey Report
 - The survey contains data from 143 Illinois libraries. The 2017 edition reports base pay compensation for 55 library-specific positions, which is broken out by budget, population served, and employment size. Additionally, several benefit questions were added and/or written to provide more meaningful data to survey participants and users. It is their hope that we will use this data to benchmark your current practices, make sound business decisions and stay competitive with the market. RAILS provides this service to libraries with Management Association..
11. Illinois Library Association (ILA) Annual Conference will be held in Tinley Park, IL, October 10-12, 2017. The early bird rate is due by Sept. 11 2017.

12. Landscaping

13. Ceiling Fans – Standard 5-Blade white Bid from Bigger Electric.

- Shane Reed Electric, LLC. is to give a bid for the three ceiling fans.

14. Flag Pole – needs a new rope and clips.

15. Awnings - Sherwood Awnings

- Director Smith talked with Jerry Sherwood about the other types of awnings. There are metal ones that are slatted or standing seam, however this would increase the cost as they would have to recreate the frames plus materials. As it is we have the frames and can reuse those. The bid is for \$1889.00 for them to remove the (7) window awnings on the library, recover with forest green Sunbrella (same fabric & color that is on the awnings now), and rehang them. It was agreed to use Robert (Bud) Painter's memorial money plus other donations to purchase these 7 awnings.

16. Servicemaster

- Cost to clean the areas – Remove mold \$450.00 and the cost to rent scissor lift \$423.50 for a total cost of \$873.50. They are coming July 12, 2017 to clean and remove the mold.

17. Memorial Money from Fay Russell – Suzanne Russell wanted me to purchase 4 office chairs from Office Specialist and she put the rest of the memorial money towards the purchase of the 1000 Books Before Kindergarten t-shirts. On June 28, 2017 three of the four office chairs were delivered to the library by Office Specialist.

18. Other –

- 6-7-17 – Bigger Electric replaced a ballast in the Genealogy/Local History Room.
- 6-9-27 – Took the Bookmobile to Country Auto to check the brakes. They are fine.

Next meeting is August 14, 2017 at 5:00 p.m.