

**MIDLOTHIAN PUBLIC LIBRARY
BOARD TRUSTEES MEETING
January 20, 2015**

The meeting was called to order by President Becker at 7:00 p.m. Present were Trustee Ceja, Trustee Baker, Trustee Chiz, Trustee Gray, Trustee McDermott, Trustee Murawski, Mary Beth Sharples, Executive Director; Georgette Belisle, Reference Librarian and Christy Parente, Recorder of Minutes.

INTRODUCTION OF VISITORS

Patt O'Connor, Village Liaison; Mary Powers, Midlothian resident; Angela Czub, Midlothian resident and affiliated with Midlothian Park District; John Williams, Hearne & Associates, P.C.

MINUTES

On a motion by Trustee Gray and seconded by Trustee Murawski, the minutes of the December 16, 2014 meeting were approved by roll call vote. 7 ayes and 0 nays.

REVIEW OF BILLS AND FINANCIAL ACCOUNTING

On a motion by Trustee Ceja and seconded by Trustee Chiz the financial report for December 2014 was reviewed. Total cash balance for the building account was \$31,324.79, for the reserve fund \$276.61, and \$1,028,023.63 for the real estate fund. The financial report was unanimously approved by roll call vote. 7 ayes and 0 nays.

A motion to pay all January bills in the total amount of \$41,172.60 was made by Trustee Ceja and seconded by Trustee Murawski and unanimously approved by roll call vote. 7 ayes and 0 nays.

COMMUNICATIONS

None.

LEGISLATION UPDATE

None.

REPORT OF OFFICERS AND COMMITTEES

- A. Building – No Report.
- B. Finance & Budget – No Report.
- C. Board Development – No Report.
- D. Long Range Planning – No Report.
- E. Technology – No Report.
- F. Policy – No Report.
- G. Friends of the Library –The Friends cancelled the Jan. 6 meeting and rescheduled for Jan. 28. The book sale will be Feb. 7 only in the main library due to lack of donations. There will be no preview sale.

REPORT OF THE EXECUTIVE DIRECTOR

Mrs. Sharples reported the library received notification from the Secretary of State Jesse White that it will be awarded \$18,523.75 for the FY2015 Illinois Public Library Per Capita Grant. Items continue to be accomplished from the Walk-thru in September. The Trustee Plaque has been updated and relocated to the entryway and interior painting continues. Mrs. Sharples is looking into purchasing “wired” furniture,

which would include outlets so patrons could plug in their laptops or other electronic devices. A draft of the IT Disaster Plan was included in the Board Packet. This plan outlines what the library would do if our computer technology were completely destroyed or severely damaged. Mrs. Sharples noted that use of the internet continues to rise and the use of e-books is going up. President Becker commended Mrs. Vanis on putting together the plan that will be ongoing as technology continues to change.

UNFINISHED BUSINESS

- A. Posen Public Library District – Mrs. Sharples received a letter from the library’s attorney stating the judge is awaiting the mandamus ruling from the appellate court. The next status hearing is March 3.

NEW BUSINESS

- A. Audit Results – Mr. Williams reviewed with the board the completed audit of FY2013-2014. He stated the audit went well and thanked the staff for their help. He stated that the library needs to separate the expenditure account for IMRF and FICA. Additionally, the board was informed that the Governmental Accounting Standards Board (GASB) has issued two new standards that will take effect in the next two years regarding pension plan disclosures. On a motion by Trustee Ceja and seconded by Trustee Gray the board accepted the completed audit for FY2013-2014. 7 ayes and 0 nays.
- B. Review of *Schedule of Charges and Service Fees* - Mrs. Sharples recommended the following possible addition of an online convenience fee of 50¢ per online credit card transaction for patrons who wish to pay fines and fees assessed to their library card accounts through SWAN. Previously, SWAN has paid any fees incurred, but with the transition to a new system in the spring, each library will be responsible for its own fees. The 50¢ convenience fee would offset these charges to the library. On a motion made by Trustee McDermott and seconded by Trustee Murawski the recommended addition to the *Schedule of Charges and Service Fees* was unanimously approved by roll call vote. 7 ayes and 0 nays.
- C. Review of *Serving Our Public* Chapter 1: Core Standards – Reviewed. President Becker recommends the Board Development Committee meet at a later date.
- D. Search for new Library Director – President Becker appointed Trustee McDermott and Trustee Murawski to a committee to oversee the process. Trustee McDermott will be chairman of the committee. The committee will meet after the Feb. 28 deadline for applications.

OTHER BUSINESS

None.

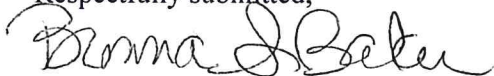
PUBLIC COMMENTS/QUESTIONS

None.

ADJOURNMENT

On a motion made by Trustee Ceja and seconded by Trustee Murawski the meeting was adjourned at 7:36 p.m. 7 ayes and 0 nays.

Respectfully submitted,



Brenna Baker
Secretary
BB/cp