

**MORRIS AREA PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES SPECIAL MEETING  
Monday, February 20, 2017 at 10.00 AM  
Former Director's Office**

**Call to Order and Roll Call for Board of Trustees Meeting--**Michelle Pruim called the meeting to order at 10:00 AM. Trustees present were Anderson, Joeine Dergo, Linda Jones, and Michelle Pruim. Absent were Jamie Lain, Steve Larson, and Doug Pryor. Also present were Kathy Parker, Interim Director and Jean Peterson, recording secretary.

**Review of Agenda for Additions/Changes—**None

**Public Comment--**None

**Review and Approval of Minutes: January 3, 2017 Special Meeting, January 9, 2017 Regular meeting--**Anderson motioned to approve the minutes of January 3, 2017 Special Meeting and was seconded by Jones. Roll call vote was taken and all approved with the exception of Pruim who abstained. Anderson motioned to approve the minutes of January 9, 2017 and was seconded by Pruim. Roll call vote was taken and all approved with the exception of Jones who abstained.

**Review and Approval of February 2017 Bills in the amount of \$20,538.73 and January 2017 Payroll in the amount of \$25,015.57--**Motion was made by Anderson to approve the Bills and Payroll and was seconded by Jones. Roll call vote was taken and all approved.

**Review and Approval of January 2017 Treasurer's Report and Financial Reports--**Parker said there was nothing out of the ordinary. Anderson motioned to approve the Treasurer's and Financial Reports and was seconded by Pruim. Roll call vote was taken and all approved.

**Interim Director's Report--**Parker will complete the annual certification due 3/31/17 and work on the budget with Doug and with the working files on the computer. Parker also mentioned that FOL are working on a bus trip for April. Friends of the Library are willing to help with the meet and greet for the candidates. Parker said that the request from Three Rivers Library from Ms. Offerman for a map from MAPL was filled by another library. Parker suggested moving the map upstairs.

**Old Business--**None

**New Business**

- Local Government travel Expense and Control Act Policy--Parker took the policy and changed to Morris Area Public Library policy. Anderson motioned to approve the reimbursement of travel, meal and lodging expense policy and was seconded by Pruim. Roll call vote was taken and all approved.

- IT recommendation--Parker asked Heritage Technology Solutions to come in and evaluate the library's system due to the resignation of Dave Latimer. HTS discovered some issues that need to be addressed quickly. Parker recommended the library move forward with an outsourced IT solution with HTS for a 3 yr contract which would be the cheapest option in the long run and would provide 24/7 service. Anderson motioned to approve the three year contract with Heritage Technology Solutions and was seconded by Jones. Roll call vote was taken and all approved. Parker also recommended getting the IT issues up to date for antivirus software, firewall, and switches for \$8,200. Jones motioned to approve the upgrades and was seconded by Pruim. Roll call vote was taken and all approved. March meeting under old business will be placed on the agenda for backup of the domain
- Interview dates and meet/greet event for candidates--Meet and greet reception is to be held March 16, 2017 from 6-7 PM and interviews will be March 18, 2017. Anderson motioned to move the March board meeting to March 20, 2017 and was seconded by Jones. Roll call vote was taken and all approved.
- Support Downtown Morris--Donation of \$125 was approved.

**Committee Reports--None--**Parker did mention setting up TRAK-1 to be used for background checks for new hires.

- a. Personnel
- b. Policy
- c. Finance
- d. Building

**Executive Session--None**

Pursuant to 5 ILCS 120/2 for the purpose "to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body"

**Adjournment --**Anderson motioned to adjourn at 11:09 and was seconded by Jones. Roll call vote was taken and all approved.

Submitted by

Michelle Pruim  
Secretary

Jean Peterson  
Recording Secretary