

**MORRIS AREA PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES MEETING
Monday, May 15, 2017 at 6:30 PM
Former Director's Office**

Call to Order and Roll Call for Board of Trustees Meeting

Steve Larson called the meeting to order at 6:30. Trustees present were, Carol Anderson, Jo Dergo, Linda Jones, Jamie Lain (arriving at 6:31), Larson, Michelle Pruim and Doug Pryor. Also present was Rose Gilman, Director and Jean Peterson, recording secretary

Review of Agenda for Additions/Changes—None

Public Comment--Linda Jones, trustee, whose term came up and she did not reapply for trustee position, commented that she had a good experience. She was presented with a gift and card from the trustees.

Review and Approval of Minutes: April 10, 2017 Board Meeting--Motion was made by Anderson to approve the 4/10/17 minutes and seconded by Pruim. Roll call vote was taken and all approved with the exception of Larson who abstained.

Review and Approval of May 2017 Bills in the amount of \$19,035.68 and April 2017 Payroll in the amount of \$21,800.22--Motion was made by Larson to approve bills and seconded by Anderson. Roll call vote was taken and all approved.

New Trustee Oath of Office--Moved up from new business--Caroline Cummings was sworn in as Library Trustee for a six year term by Jean Peterson, notary. Linda Jones left at 6:41.

Review and Approval of Treasurer's Report and Financial Reports--Pryor reviewed all the balances on the fund account report and said cash position is in good shape. Cummings asked about the Special Reserves. Pryor would like to have a discussion with the trustees about what to do with the Special Reserves. Expected to get Per Capita Grant money in next Fiscal Year. Pruim motioned to approve the Treasurer's and Financial Reports and was seconded by Larson. Roll call vote was taken and all approved with the exception of Cummings who abstained.

Directors Report--Trustees like the format of the director's report. Trustees would like eight copies of the Illinois Library Laws and Rules at \$25 each. Cummings asked questions about the IT section and requested an inventory list of current IT items. Pryor would like three quotes for capital outlay/architect.

Old business--

- **IMRF Payment--**Motion was made by Pryor to make a onetime payment to IMRF in FY17 of \$60,000 and seconded by Anderson. Roll call vote was taken and all approved except Cummings who abstained.

New Business

- Officer Election--Motion was made by Cummings and seconded by Larson to accept the following officers: Carol Anderson, President; Jamie Lain, Vice President; Michelle Pruim, Secretary, and Doug Pryor, Treasurer. Roll call vote was taken and all approved.
- Committee Appointments--Personnel--Anderson (Chair); Dergo; Pruim
Policy--Lain (Chair); Cummings; Anderson
Finance--Pryor (Chair); Pruim; Larson
Facilities--Dergo (Chair); Cummings; Larson
- Draft Budget Discussion--Pryor motioned to place the FY18 budget as amended on file and was seconded by Larson. Roll call vote was taken and all approved.
- Credit Cards--A Community Credit Card will be set up at Grundy Bank. Motion was made by Cummings to have the limit on the credit card be \$5,000--\$1,000 per month for Director; \$500 per month for Business Assistant, Youth Services Librarian and Programming Coordinator and was seconded by Pryor. Roll call vote was taken and all approved.
- Library Financial Signatures--Gilman & Cummings will be added as signers on the bank accounts at Grundy Bank. Rose Gilman and Jean Peterson will be signers on the safe deposit box at First Midwest.

Committee Reports

- a. Personnel--None
- b. Policy--None
- c. Finance--None
- d. Facilities--None

Executive Session--Larson motioned to enter executive session at 8:07 and was seconded by Anderson. Roll call vote was taken and all approved. Motion was made by Pryor to return to open session at 8:17 and was seconded by Anderson. Roll call vote was taken and all approved.

Adjournment --Motion was made by Larson to adjourn at 8:18 PM and was seconded by Pryor. Roll call vote was taken and all approved.

Submitted by

Michelle Pruim
Secretary

Jean Peterson
Recording Secretary