



**Morris Area Public Library
Board of Trustees Minutes
Monday, October 14, 2019
6:30 p.m.**

Call to Order & Roll Call for the Board of Trustees Meeting

Carol Anderson called the meeting to order at 6:30 p.m. Trustees present were: Carol Anderson, Barb Boma, Jo Dergo, Caroline Cummings, Angelique Minett and Doug Pryor. Absent was Anthony Robinson. Also present: Roberta Richter– Director, Vicki Harvey–Business Manager, Gina DeNinno and Bob Neven from Cintas Fire Protection and Scout, Vanessa Berumen.

Review of Agenda:

- Move item #10a, Cintas Presentation, up to allow Gina from Cintas to give her presentation first.
- Change 2020 Tax Levy Ordinance number to the year followed by the number of the ordinances filed for this year.

Public Comment: None

Consent Agenda:

- **Review & Approval of Minutes:** Board Meeting dated September 9, 2019
- **Review & Approval of Monthly Bills to be Paid:** \$41,653.50 for October.
- **Review & Approval of Payroll:** \$32,619.54 for September.

D. Pryor made a motion to approve the Consent Agenda, C. Cummings seconded; motion carried 6-0.

Financial Reports:

D. Pryor and the Business Manager worked to create a revised Fund Balance sheet.

Director's Report:

- Welcome to our two newest staff members, Dani Christensen and Alan Sandoval. They both joined Morris Library as Patron Services Associates.
- Several staff members attended the annual PUG Day Training offered by Prairie Cat on 9/20. Some highlights from the day included: Programming Roundtable, IMRF Benefits Overview, IT Security, Surprising S.T.E.M., Awesome Author Visits! and Prairie Cat specific training.
- The new Sensory Room is opening soon and Jean Millsap from the newspaper will be here for interviews. A. Minett will be in attendance.
- The Library will be hosting Ryan Dowd from Hesed House to present his program regarding working with People Experiencing Homelessness. There will be two sessions provided: Friday, 10/18 from 9am to 12pm and 1pm to 4 pm. Angelique will be in attendance.

Trustee Report: None

Unfinished Business: None



New Business:

- Gina from Cintas Fire Protection gave a presentation on the services they offer for fire protection, backflow system maintenance, sprinkler and fire extinguisher, and alarm inspection and monitoring. The backflow system failed inspection and needs to be repaired right away. Board approval is not needed for the repairs but more details about the current services we have are needed before the board can make an informed decision on the annual inspection and monitoring.
The Director will approve the backflow system repair proposals right away and the other services discussed will be tabled.
- 2019 Payable 2020 Tax Levy Ordinance:
D. Pryor made motion to put the Tax Levy Ordinance on file, C. Anderson seconded; motion carried 6-0
- B. Boma made motion to increase the limit on the VISA credit card to \$15,000.00, C. Cummings seconded; motion carried 6-0
- The Perspectives Employee Assistance Program proposal and offering were discussed. Trustees liked the idea of the program. The Director will see if our current insurance company offers this type of program. If not, she will see if the funds for Perspectives work in this FY budget.
- Per Capita Grant requirements need to be read by all board members and verified. A. Minett agreed to view one of the recommended webinars and report back.
- The safety deposit box at First Midwest has been drilled out and items have been removed. Items will be stored in a fire safe box on site.
- Insurance Stipend was discussed and not recommended at this time.
- C. Anderson will send the Trustees a copy for the Director's annual evaluation, to be turned in to her by December 3, 2019. She will compile the scores and the evaluation will be presented to the Director on December 9, 2019.

Committee Reports: None

Adjournment: Motion made by D. Pryor, seconded by B. Boma. Meeting adjourned at 7:56 pm.

Angelique Minett, Board Secretary