

**ALLERTON PUBLIC LIBRARY DISTRICT  
LIBRARY BOARD OF TRUSTEES  
February 1, 2017**

The Allerton Public Library District Library Board of Trustees met on Wednesday February 1, 2017 at 4:00 p.m. The meeting was called to order by President Sue Gortner at 4:00 p.m.

**Roll Call**

Present: Jeff Clodfelter, Luke Feeney, Sue Gortner, Sue Lochbaum, and Ellie Tracy.

Absent: Beth Manuel and Lynn Richardson.

**President's Report**

None.

**Secretary's Report (Approval of Minutes)**

The minutes of the January 4, 2017 meeting were reviewed. Clodfelter made a motion to approve as printed, seconded by Tracy.

5 AYES: Clodfelter, Feeney, Gortner, Lochbaum, and Tracy.

0 NAYS, 2 ABSENT

**Correspondence, Communications, Public Comment**

None

**Financial Report (Approval of Bills Payable)**

Winters gave the Financial Report. Lochbaum made a motion to approve the bills, seconded by Feeney. Motion carried.

5 AYES: Clodfelter, Feeney, Gortner, Lochbaum, and Tracy.

0 NAYS, 2 ABSENT

Gortner informed the board that since Manuel is out of town for the next couple of months we need a second signer to cash in the Working Cash certificates of deposit at First State Bank and purchase new certificates of deposit at Central Illinois Bank as their current rate is 1%. Motion by Clodfelter, seconded by Tracy that Lochbaum be that second signer. Gortner and Lochbaum will take care of this within the next couple of days. Motion carried.

5 AYES: Clodfelter, Feeney, Gortner, Lochbaum, and Tracy.

0 NAYS, 2 ABSENT

Hency invoices were presented for payment. These should be the last of the invoices for the building project. Tracy made a motion to approve the bills, seconded by Feeney. Motion carried.

5 AYES: Clodfelter, Feeney, Gortner, Lochbaum, and Tracy.

0 NAYS, 2 ABSENT

### **Librarian's Report**

Circulation for January was 6,641. 1,541 interlibrary loan items borrowed and 1,655 interlibrary loan items loaned. The library had 922 reciprocals. 247 new items were added to the collection and 1,185 discarded from the collection. There were 23 new patrons and an additional 28 patron renewals for the month of January. Logins to the library's PAC was 7,362.

No statistics yet for the Internet Usage and Wi-Fi stats as they are not yet available.

There is also no report on programs held in January at this time.

Illinois Heartland Library System reports that automation costs will increase 5% next fiscal year.

The building contractor has dropped off the operational manuals for the new building. Winters is working on the warranties and setting up some maintenance contracts.

The contractor will be back in March or April to make repairs on the cracks in the drywall. This most likely could have been caused by building shifting – nevertheless it will be repaired as the building is still under warranty.

### **Committee Reports**

#### **Financial Committee**

No report.

#### **Personnel Committee**

No report.

#### **Policy Committee**

No report.

#### **Buildings & Grounds Committee**

No report.

#### **Unfinished Business**

We have heard nothing on the Fiber Optic purchase.

#### **New Business**

None

Motion by Feeney, seconded by Clodfelter that the meeting be adjourned at 4:25 p.m.

The next scheduled Board of Trustees meeting will be held next Wednesday, March 1, 2017 at 4:00 p.m.

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Susan M. Lochbaum  
Secretary

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Lisa Winters  
Acting Secretary