

**ALLERTON PUBLIC LIBRARY DISTRICT
LIBRARY BOARD OF TRUSTEES
June 7, 2017**

The Allerton Public Library District Library Board of Trustees met on Wednesday June 7, 2017 at 4:00 p.m. The meeting was called to order by President Sue Gortner at 4:02 p.m.

Roll Call

Present: Jeff Clodfelter, Sue Gortner, Sue Lochbaum, Beth Manuel, Lynn Richardson, and Ellie Tracy.

Absent: Luke Feeney

President's Report

None.

Secretary's Report (Approval of Minutes)

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

6 AYES: Clodfelter, Gortner, Lochbaum, Manuel, Richardson, and Tracy.

0 NAYS, 1 ABSENT

Correspondence, Communications, Public Comment

None

Financial Report (Approval of Bills Payable)

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

6 AYES: Clodfelter, Gortner, Lochbaum, Manuel, Richardson, and Tracy.

0 NAYS, 1 ABSENT

Librarian's Report

Circulation for May was 6,492. 1,291 interlibrary loan items borrowed and 1,339 interlibrary loan items loaned. The library had 1,077 reciprocals. 286 new items were added to the collection and 103 discarded from the collection. There were 29 new patrons and an additional 31 patron renewals for the month of May. Logins to the library's PAC was 6,995.

Program attendance for the month of May was 932.

The kickoff carnival for the summer reading program was on Saturday June 3, 2017 with 226 in attendance.

Activities for the summer reading program run in June and July with programs scheduled nearly every day.

Committee Reports

Financial Committee

No report.

Personnel Committee

No report.

Policy Committee

No report.

Buildings & Grounds Committee

No report.

Unfinished Business

There was a brief discussion about the landscaping of the library property. A boy scout is working on his Eagle Scout status and will be meeting with Winters when he returns back home next week. There is quite a bit of weeding and several areas than require mulch.

The tentative budget for 2017-2018 was reviewed and discussed. A motion by Tracy, seconded by Manuel that the tentative budget be approved as presented. Motion carried.

6 AYES: Clodfelter, Gortner, Lochbaum, Manuel, Richardson, and Tracy.

0 NAYS, 1 ABSENT

The payroll schedule for 2017-2018 was reviewed and discussed. A motion by Lochbaum, seconded by Clodfelter that the payroll schedule be approved as recommended. Motion carried.

6 AYES: Clodfelter, Gortner, Lochbaum, Manuel, Richardson, and Tracy.

0 NAYS, 1 ABSENT

New Business

The 2017-2018 Library Board of Trustees Ordinance was presented. A motion by Manuel, seconded by Richardson that it be approved. Motion carried and the ordinance was adopted.

6 AYES: Clodfelter, Gortner, Lochbaum, Manuel, Richardson, and Tracy.

0 NAYS, 1 ABSENT

The 2017-2018 Days the Library Will Be Closed was presented. A motion by Gortner, seconded by Manuel that it be approved. Motion carried.

6 AYES: Clodfelter, Gortner, Lochbaum, Manuel, Richardson, and Tracy.

0 NAYS, 1 ABSENT

The Prevailing Wage Ordinance was presented. A motion by Clodfelter, seconded by Lochbaum that it be approved. Motion carried and the ordinance was adopted.

6 AYES: Clodfelter, Gortner, Lochbaum, Manuel, Richardson, and Tracy.

0 NAYS, 1 ABSENT

Lochbaum made a motion, seconded by Manuel that the minutes of the closed meetings remain closed. Motion carried.

6 AYES: Clodfelter, Gortner, Lochbaum, Manuel, Richardson, and Tracy.

0 NAYS, 1 ABSENT

The policy manual update was reviewed. The only update was the cost of the non-resident library card fee. The assessed taxable value multiplier is now .001896 (up from last year's .001856). This is the exact rate that residents of Monticello township pay for library service. A motion by Gortner to approve the changes, seconded by Tracy. Motion carried.

6 AYES: Clodfelter, Gortner, Lochbaum, Manuel, Richardson, and Tracy.

0 NAYS, 1 ABSENT

No further business.

Motion by Clodfelter, seconded by Richardson that the meeting be adjourned at 4:45 p.m.

The next scheduled Board of Trustees meeting will be held next Wednesday, July 5, 2017 at 4:00 p.m.

Susan M. Lochbaum
Secretary

Lisa Winters
Acting Secretary