

**LILLIE M. EVANS LIBRARY DISTRICT  
BOARD OF TRUSTEE MEETING MINUTES  
August 13, 2009**

The August meeting of the Lillie M. Evans Library Board was called to order at 7:04, Thursday, August 13, 2009. Trustees in attendance are: Ethel Dallinger, Leslie Ptak, Diane Smith, Noreen Rankin, Joanne Cox, Gayle Johnson-Bracket, Gordon Newell (arrived 7:24). Deb Givens was absent.

Diane Smith made a motion, seconded by Ethel Dallinger, to approve the July 16, 2009, meeting minutes. All ayes, motion carried.

**CORRESPONDENCE AND COMMUNICATIONS**

- Received DVD of Art and Architecture in Illinois Libraries funded through LSTA Grants
- Received Board of Review of Assessments
- County of Peoria, Homeland Security Region is looking for regional emergency locations and will be contacting the library to determine what the library is willing to provide in the event of an emergency in the area

**COMMITTEE REPORTS**

- **Personnel**
  - Received Katie Goodin's resignation effective August 21, 2009
  - Hired Wesley Brazel as part-time staff
- **Policy**
  - 1<sup>st</sup> Reading of Personal Policy – additional customer service policy
  - 1<sup>st</sup> Reading of Volunteers Polity

**FINANCIAL REPORT**

- Diane Smith, made a motion, seconded by Leslie Ptak, to approve the July expenditures. Roll call: Diane Smith, aye; Leslie Ptak, aye; Gordon Newell, aye; Noreen Rankin, aye; Ethel Dallinger, aye; Gayle Johnson-Brackett, aye. All ayes, motion carried.

**DIRECTOR'S REPORT**

- The Director's monthly report is on file at the library.
- The end of fy2009 report is on file at the library.

**FRIENDS OF THE LIBRARY**

The book sale will be August 3-29. The book sale has sold almost \$600.00. They are considering adding benches to the front of the library.

**UNFINISHED BUSINESS**

- Appointment of New Committees as follows:
  - Finance: Gayle Johnson-Bracket, Diane Smith
  - House and Grounds: Deb Givens, Noreen Rankin

- Legislative: Ethel Dallinger, Gordon Newell
  - Personnel: Leslie Ptak, Diane Smith
  - Policies: Gayle Johnson-Bracket, Gordon Newell
  - Publicity: Deb Givens, Noreen Rankin
- Reviewed Investment Policy
  - Reviewed Bloodborne Pathogens Policy
  - Reviewed Ethics Policy and Gift Ban
  - Reviewed Drug and Alcohol Free Library Policy
  - DVD and Community Vista Worker - Suzy Gill and Kelly Jenkins presented Vista program goals for the Princeville community. The library director will review corporate goals and identify goals that could be supported through the Vista program. Leslie Ptak made a motion, seconded by Ethel Dallinger, that the library will pay for the initial 1<sup>st</sup> production costs of the DVD and marketing folders with handouts of up to and not exceeding \$1,000.00. All ayes, motion carried.
  - Update on Freedom from Fines Week report: \$465.00 in fines were forgiven.
  - Outdoor signage was tabled.

#### **NEW BUSINESS**

- Gordon Newell made a motion, seconded by Noreen Rankin, to open the public hearing the budget and appropriation ordinance public hearing at 8:18 pm. All ayes, motion carried. Noreen Rankin made a motion, seconded by Diane Smith, to come out of the public hearing at 9:05 pm. All ayes, motion carried.
- Ethel Dallinger made a motion, seconded by Noreen Rankin, to adopt Ordinance 2010-3, Budget and Appropriation, all ayes, motion carried.
- The library will participate in Il. Funds E-Pay program that allows patrons to pay fines and make donations on line and using credit and debit cards.

#### **COMMENTS TO GUIDE FUTURE AGENDA**

- Library was made aware that the Village will be celebrating 175 years in the next year or two.

#### **ADJOURNMENT**

Gordon Newell adjourned the meeting at 9:33 p.m.

The next meeting will be September 10, 2009, at 7:00 p.m.

Respectfully Submitted

Leslie Ptak

