

GLENWOOD-LYNWOOD PUBLIC LIBRARY DISTRICT

BOARD OF TRUSTEES

Regular Meeting

19 October 2010

1. Call to Order & Roll Call-7:04 PM

Trustees Present: Dixon, Peters, Spencer, Uza

Trustees Absent: Marlow, Mays-Browne

Trustee Bell arrived at 7:13 PM

2. Recognition of visitors

None

3. Approval/adjustment of agenda

No adjustments.

4. Visitors comments on agenda items

None.

5. Consent Agenda (action for all)

A. Approval of Minutes: 21 September 2010, 21 September 2010 FY 2010/2011 Budget and Appropriation Ordinance Hearing Minutes

B. Treasurer's Report

C. Bills Claimed List

MOVE TO ACCEPT THE CONSENT AGENDA, INCLUDING THE 21 SEPTEMBER 2010 BOARD MEETING MINUTES, 21 SEPTEMBER 2010 FY 2010/2011 BUDGET AND APPROPRIATION ORDINANCE HEARING MINUTES, THE SEPTEMBER 2010 TREASURER'S REPORT AND ALL BILLS CLAIMED LISTS FOR AUGUST 2010.

Motion: Trustee Dixon

Ayes: All

Second: Trustee Uza

Nays: None

Trustees Absent: Marlow, Mays-Browne

6. Directors Report

- Director Parker and staff are working on the newsletter for next spring. The staff proposed doing a program that will require that the library close on a Sunday so that the students can come in and work on finals. The day that the staff is proposing is May 22nd which is normally the last Sunday of the season. Director Parker suggested this idea to the board and it would be added on November's agenda for a vote.
- Director Parker purchased a Kindle e-reader for the library. She and the staff will learn how to use it and how it will be used for the public.

- The PIN audit by the attorney is nearly complete. 3 parcels of property have been discovered that are not in the library's district.
- The State Library called a meeting for all library system directors (ILSDO) board members and interested parties. The state is behind with payments and they are trying to pay 2010 bills with the money from 2011. At this time the library systems has not received money from 2009. The state is only paying payroll and vendors that charge interest. No one else is getting paid by the state. What it means for MLS is that delivery for interlibrary loans could possibly end by the December.
- Director Parker discovered that an employee had ordered large amount of books for her personal use with the library's book vendor. Staff is permitted to purchase books with the library vendor within reason, but this was an obvious abuse of the privilege. The employee has signed a promissory note stating that she would pay back the money within a set amount of time. Director Parker has implemented a tighter procedure for staff ordering of books, with more scrutiny and accountability. The board suggested putting a policy in place moving forward. Director Parker will create one and submit it to the board on next month.

7. Communications

None.

8. New Business

A. Close Library on December 3, 2010 for Multi-Library Staff Development Day

MOVE TO CLOSE LIBRARY ON DECEMBER 3, 2010 FOR MULTI-LIBRARY STAFF DEVELOPMENT DAY.

Motion: Trustee Uza Ayes: All
 Second: Trustee Spencer Nays: None
 Trustees Absent: Marlow, Mays-Browne

B. Close Library on Sunday December 26, 2010

MOVE TO CLOSE LIBRARY ON SUNDAY DECEMBER 26, 2010.

Motion: Trustee Uza Ayes: All
 Second: Trustee Dixon Nays: None
 Trustees Absent: Marlow, Mays-Browne

C. Staff Holiday Compensation

MOVE TO MAKE THE STAFF HOLIDAY COMPENSATION \$50 PER PERSON.

Motion: Trustee Uza Ayes: All
 Second: Trustee Peters Nays: None
 Trustees Absent: Marlow, Mays-Browne

D. FY 2010/11 Tax Levy Hearing – November 16, 2010 at 6:45 pm

MOVE TO HAVE THE FY 2010/11 TAX LEVY HEARING ON NOVEMBER 16, 2010 AT 6:45 PM.

Motion: Trustee Dixon Ayes: All
Second: Trustee Spencer Nays: None
Trustees Absent: Marlow, Mays-Browne

9. Old Business

A. Capital Improvements

1. Security Camera
2. Library Sign

- No additional information at this time. Will be moved to Old Business agenda item for the November Board Meeting

10. Adjournment

MOTION TO ADJOURN AT 8:07 PM

Motion: Trustee Peters Ayes: All
Second: Trustee Dixon Nays: None