



BOARD OF TRUSTEES
Regular Meeting Minutes

22 May 2018

1. Call to Order & Roll Call-6:00 PM

Trustees Present: Drayer, Elmore, Mays-Browne, Tatum, Uza,
Trustee Dixon –Absent
Trustee Tyler arrived at 6:04 PM

2. Recognition of visitors

- Jerlene Harris-Harvey Public Library Trustee
- Dan Eallonardo - Independent Construction Services

3. Public Comment

- None

4. Approval/adjustment of agenda

5. Consent Agenda (action for all)

A. Approval of Minutes: April 14, 2018 Special Board Meeting, April 17, 2018 Regular Board Meeting Minutes

B. Treasurer's Report

- April 2018

C. Bill Claimed Lists

- May 2018 \$126,175.77
- May 2018 #3 \$ 3,175.85

MOVE TO ACCEPT THE CONSENT AGENDA; INCLUDING THE APRIL 14, 2018 SPECIAL BOARD MEETING MINUTES, APRIL 17, 2018 REGULAR BOARD MEETING MINUTES, APRIL 2018 TREASURER'S REPORT AND ALL THE MAY BILLS CLAIMED LISTS IN THE AMOUNT OF \$129,891.62

Motion: Trustee Uza Ayes: All
Second: Trustee Mays-Browne Nays: None
Motion Passed

6. New Business

A. Octavia Altheimer –Glenwood Resident - complaint

- Could not attend board meeting

B. Dan Eallonardo – Discuss Window replacement bid

- Dan discussed the window replacement bid in detail

C. Approve the bid for replacing library

MOVE TO AWARD THE WINDOW REPLACEMENT PROJECT TO LAMP INCORPORATED INCLUDING THE BASE BID AND ALTERNATIVES #2, # 3 AND 4 NOT TO EXCEED \$266,715

Motion: Trustee Tyler Ayes: All
Second: Trustee Uza Nays: None
Motion Passed

D. Ratify offering library director position to Brian Vagt with the annual salary of \$70,000, starting June 4, 2018

MOVE TO APPROVE HIRING OF BRIAN VAGT AS THE NEW LIBRARY DIRECTOR, WITH AN ANNUAL SALARY OF \$70,000, STARTING ON JUNE 4, 2018. MR. VAGT WILL BE AN EXEMPT, FULL TIME EMPLOYEE AND RECEIVE THE BENEFITS PACKAGE THAT IS OFFERED TO ALL FULL TIME EMPLOYEES AS SPECIFIED IN THE LIBRARY PERSONNEL POLICIES.

Motion: Trustee Mays-Browne Ayes: All
Second: Trustee Tatum Nays: None
Motion Passed

E. FY 2018-2019 Draft Budget – Review

- The board reviewed a draft of the library’s budget

F. Permit the Library Director the ability to approve change orders, \$10,000 and under during the window replacement project. Anything over \$10,000 must come to the board for approval.

MOVE TO APPROVE THE ABILITY FOR THE LIBRARY DIRECTOR TO APPROVE ANY CHANGE ORDERS DURING THE WINDOW REPLACEMENT PROJECT UNDER \$10,000

Motion: Trustee Tatum Ayes:
Second: Trustee Tyler Nays: Elmore (Abstain)
Motion Passed

G. Transfer \$400,000 from Max Safe account to general checking

MOVE TO APPROVE THE TRANSFER OF \$400,000 FROM THE MAX SAFE ACCOUNT TO THE LIBRARY'S GENERAL CHECKING ACCOUNT FOR THE PAYMENT OF INVOICES, STAFF SALARIES AND THE BOND INTEREST PAYMENT.

Motion: Trustee Uza Ayes: All
Second: Trustee Tatum Nays: None
Motion Passed

H. Payment of Interest payment of Bond

MOVE TO APPROVE THE INTEREST PAYMENT OF BOND, IL GENERAL OBLIGATION REFUNDING BOND (ARS) SRS 2014 REFINANCED DATED 10/7/2014 IN THE AMOUNT OF \$84,206.25.

Motion: Trustee Tyler Ayes: All
Second: Trustee Uza Nays: None
Motion Passed

- Trustee Tatum suggested adding the Smart Driving Program for seniors. Director Parker recommended speaking with Rhonda who is in charge of programs.

7. Old Business

A. FY2019-2021 Strategic Plan -Discussion

- Director Parker recommended the new Director, Brian Vagt, review the strategic plan before proceeding.

8. Directors Report

- Director Parker discussed the directors report in detail
- Trustee Tatum mentioned that there was an issue with Shred Day. Director Parker will speak with Rhonda in regards to contacting a different company for Shred Day.

9. Communications

- Letter of Appreciation for Rhonda Ruffin and her staff from Reliable Consulting Entity, the organization that coordinates the tutoring program for the Lynwood children who attend Lansing schools

10. Adjournment

MOVE TO ADJOURN 7:27 PM

Consensus