

Minutes from the Regular Meeting  
Prairie Skies Public Library District  
Pleasant Plains Location  
September 8, 2009

The regular meeting was called to order at 6:35pm by President Paiva. Public was allowed to comment on the Annual Budget and Ordinance. No public members were present.

The regular meeting was started at 6:42pm.

**Attendance:**

Trustees Present: Lois Greene, Johanna Betters, Dareea Paiva, Wendell Walch

Trustees Absent: Deborah Shull, Cynthia Ingles, Victoria DeGroot

Staff Present: Kelly Greene, Clerk; Beth Harris, Librarian, Robin Krone, Administrator

Visitors: None

**Regular Agenda Items:**

Approve Previous Minutes: Minutes from the regular meeting held August 11, 2009 were reviewed. Motion to approve as amended by Greene, second by Betters.

Aye: 4 Nay:0 Absent: 3

President Comments: Dareea reported on an email she and Robin received from Deb Shull indicating her wish to resign as a trustee from the library, effective this meeting. She discussed the usage of the Live Office for a paperless meeting. For now, we are using this on a trial basis to ensure all board members are comfortable with the process.

Financial Report: Prepared and presented by Kelly Greene. Financial report approved on a motion by Greene, seconded by Walch, subject to audit results. It was reported that State Bank of Ashland will be merged into West Central Bank effective October 2009.

Submit Bills: Krone submitted bills totaling \$5733.88. Motion to pay bills by Walch, second by Greene.

Aye: Greene, Paiva, Betters, Walch

Nay: None

Absent: Ingles, DeGroot

Statistics: Beth Harris presented the statistics from August 2009 and the patron activity report was reviewed.

Administrators Report: Krone submitted her report of activities at the branches, upcoming events, and staff attendance at workshops.

- Robin discussed the usage of the Live Meeting website where board members may review upcoming board meeting information. Trustees gave suggestions for adding information, retaining reports and making comments.
- Robin discussed the replacement of equipment from the previous month, including printers that quit working.
- Jackie Spradlin turned in her resignation as the cleaner for both locations effective September 30, 2009. Robin had a suggestion of Patti Smith, who is a current librarian. Robin also received the name of Angie Ratliff from Ashland. Following discussion, it was decided to hire Patti Smith on a motion by Walch, seconded by Greene at a rate of \$20.00 per hour.
- The Per Capita Grant was received in the amount of \$8706.93. Some of the required reports for the grant have been completed by the trustees.
- On a motion by Greene, seconded by Betters, it was approved for Robin to attend the Illinois Library Conference.
- Robin attended a conference of local librarians discussing changes to Springfield libraries that will most likely push some patrons to the outer libraries. All attendees stated an increase in technology usage by patrons for job searching and summer reading program attendees.
- Trustees will be getting a copy of the most recent annexation request for the Village of Pleasant Plains to annex in the Hartman/Reiser property south of the Village. Currently there are no residents in this area, although it may be developed at a later date.
- The IPLAR report and the Audit packet are complete. The Audit is being performed by Pehlman and Dold.
- Robin discussed the personnel cuts recently made at Alliance due to cuts in funding amounting to approximately \$321,000. This will not effect Prairie Skies directly, but may indirectly by causing information or assistance requests from Alliance to take more time. Trustees may need to perform some advocacy to the State of Illinois in order to assist in increasing funding to local libraries.
- I was recommended by staff to purchase a ventilation mask to have on site for resuscitation. On a motion by Greene, seconded by Walch to purchase 4 of the masks.

The final version of the Annual Budget and Appropriation Ordinance was presented with changes recommended from the Budget and Finance committee meeting held August 11, 2009. Following discussion, the ordinance was passed on a motion by Greene and seconded by Walch and approved 4-0.

The Admin/Personnel meeting held previous to the Board meeting today was discussed. Goals for Robin were discussed, including a historical preservation project, meeting information to board on Friday prior to board meeting, and holding diversification training for staff members.

A discussion was held regarding holding a public meeting, with board participation, with representation from the communities being served by the library in order to collection suggestions from the group. This type of meeting has been held in years past. Robin will investigate holding this meeting in the future.

Committee Meetings:

Budget/Finance – October 13, 2009, following regular board meeting.

Administrative/Personnel –

Building/Maintenance – September 10, 2009, Plains 7:00pm

Long Range/Bylaws –

Materials/Technology – September 23, 2009, Plains 6:00pm

No meeting in closed session.

On a motion by Walch, seconded by Greene, the resignation by Deborah Shull will be accepted. A couple suggested individuals will be invited to a future meeting, following which a committee will be formed to discuss the assignment of the new trustee for the remaining term.

Next board meeting, October 13, 2009, 6:30, Ashland location.

On a motion by Greene, seconded by Betters, the meeting was adjourned at 8:10pm.

Respectfully submitted,

Kelly S. Greene