

Minutes from the Regular Meeting
Prairie Skies Public Library District
Pleasant Plains Location
November 10, 2009

The regular meeting was called to order at 6:37pm by President Paiva.

Attendance:

Trustees Present: Dareea Paiva, Wendell Walch, Cynthia Ingles, Victoria DeGroot, Lois Greene, Johanna Better

Trustees Absent: None

Staff Present: Kelly Greene, Clerk; Robin Krone, Administrator, Patty Smith, Librarian

Visitors: Ryan Augustine and Samantha Boston, potential Board Trustee

Regular Agenda Items:

Approve Previous Minutes: Minutes from the regular meeting held October 13, 2009 were reviewed. Motion to approve as amended by Greene, second by Walch
Aye: 6 Nay:0 Absent: 0

President Comments: None

Financial Report: Prepared and presented by Kelly Greene. Financial report approved on a motion by Ingles, seconded by Greene, subject to audit results.

Submit Bills: Krone submitted bills totaling \$10,585.19. Motion to pay bills by Greene, second by Better.

Aye: Paiva, Walch, DeGroot, Ingles, Greene, Better

Nay: None

Absent: None

Statistics: Robin Krone presented the statistics from October 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 upcoming meetings on December 9, 2009 regarding the FOIA and Open Meetings Act.
- There is a campaign to "Save Illinois Libraries" online that trustees are asked to review. This is to try and lobby to stop the legislature from cutting library funding.
- Robin has been completing Public Library Surveys online.

- Robin is on the committee for the Alliance Digital Media program, and the Overdrive program will be opening in mid-December. This will allow patron access to a library of e-books online.
- Robin discussed some maintenance issues, including the automatic door at Pleasant Plains, that required some correction this month, the outside light at Plains, and other lighting issues at Plains and Ashland.
- Audit from Pehlman and Dold is completed and IRS Form 990 will be filed by November 15.
- Robin is attempting a new “going green” website for trustees to utilize to review board meeting information. The new site is through a Google Group.
- Robin distributed flash drives to all trustees. These drives are filled with all information that was normally in the binders that were handed to trustees in the past, including By-Laws, Policies, Board Information, etc.
- Robin also discussed the Senior to Senior computer training that is going on between high school students and seniors from the community on Tuesday nights.

Unfinished Business:

- The Tax Levy for 2009 was presented as Ordinance 2010-003 with levy totals from the Budget/Finance committee held last month, including a 1% increase in the levy over the 2008 Final Tax Extension totals. Following discussion, the Tax Levy Ordinance was approved on a motion by DeGroot, seconded by Greene, with 6 ayes and 0 nays.
- Robin discussed a letter she received from John Schafer regarding proposals related to repairs to be made to the Ashland location. Following discussion, on a motion by Greene, seconded by Ingles, it was decided to approve Phase I, at a cost not to exceed \$7500. In January, a building and maintenance committee will be held to discuss these items, and will include comments from Bill Clements.
- The Materials and Technology Committee met and Cindy Ingles discussed a technology committee that is being created from community members that will be brought together to discuss needs of the community from the library and the direction that the library should head in the future. The committee also discussed the need for the website to become ADA accessible, and following discussion the committee recommended the use of PLinkit at an approximate cost of \$350. Following discussion of this recommendation, the board approved based on a motion by Ingles, seconded by Greene.
- Paiva discussed the committee that is being formed to discuss “Meeting the Needs of the Library District”. This committee will bring in members of the community to discuss community concerns and needs of the patrons of the district. Trustees are asked to submit a list of potential community member names to invite to the meeting and meetings will be held in all areas of the district to cover all potential patrons.

New Business

- Candidates that were present, Samantha Boston and Ryan Augustine, for the vacant Library Trustee position were questioned by trustees in order to decide between the candidates.

The Board entered closed session to discuss the trustee vacancy.

Upon returning to open session, the trustees submitted their ballots for the position and the position was offered to Ryan Augustine. Samantha Boston was thanked for her participation and was asked to consider running for Board in the next election and to participate in the upcoming community committees.

A discussion of the Staff Christmas Party was held and it was approved on a motion by DeGroot and a second by Walch to allow staff to have a dinner in an amount not to exceed \$200. A discussion was also held regarding the Board member Christmas Party and it was decided to have it catered again by the Crock Pot at the trustee expense and hold it at the home of Victoria DeGroot.

President Report

Dareea again thanked the candidates for their participation and encouraged both to continue to participate in library matters. Dareea discussed the fact that the library did not receive the Per Capita Grant this year due to the trustees not properly reading and responding to the IL Library Law requirement of the grant, which in turn did not allow the library to receive the Building and Maintenance Grant. Trustees were given copies of the IL Library Laws and Rules and each trustee is asked to read through it and discuss it at the next meeting. Other portions of the requirements for the Per Capita Grant will be met at a later date.

Committee Meetings:

No meetings until January.

Next board meeting, December 8, 2009, 6:30, Ashland location.

On a motion by Walch, seconded by DeGroot, the meeting was adjourned at 8:50pm.

Respectfully submitted,

Kelly S. Greene