

**Minutes from the Regular meeting  
Prairie Skies Library District Board of Trustees  
Pleasant Plains Location  
September 11, 2007**

The public meeting to discuss the Combined Appropriation and Budget Ordinance was convened at 6:00pm. No visitors were present to discuss the ordinance.

The regular meeting was called to order by Lois Greene at 6:06 PM.

The Oath of Office of a Library Trustee was read aloud by Victoria DeGrott and signed upon completion.

**Attendance:**

Trustees Present: Lois Greene, Cindy Ingles, Deborah Shull, Johanna Betters, Dareea Paiva, Victoria DeGrott

Trustees Absent: Wendell Walch

Staff Present: Robin Krone, Administrator, Kelly Greene, Clerk, and Judy Savage.

Visitors Present: None

**Regular Agenda Items:**

Approve Agenda: Motion by Paiva, second by Ingles, as corrected.

Aye: 6          Nay: 0

Approve Previous Minutes: Motion to approve as read by Ingles, second by Shull.

Aye: 6          Nay: 0

Financial Report: Prepared and presented by Kelly Greene. Motion to approve by Shull, second by Ingles.

Aye: 6          Nay: 0

Submit Bills: Krone submitted bills totaling \$15,944.18. Motion to pay the bills by Paiva, second by Betters.

Aye: Betters, Greene, Ingles, Paiva, Shull, DeGrott

Nay: None

Statistics: Judy Savage presented the statistics from August, 2007.

Administrator's Report: Krone presented her report of activities at the branches, upcoming events, and staff attendance at workshops.

- A discussion was held regarding the cards that were recently offered to residents of Chandlerville and Tallula allowing them access to our library only. The program has since been cancelled as there were complains from an anonymous individual and complaints to Alliance and IL State Library regarding this service. We will revisit the possibility of a referendum at a later date.
- The IPLAR report was filed recently.
- The new library card styles for adults and children were reviewed by the trustees.
- A discussion was held regarding the renewal of the maintenance contract on the copier from Wade and Dowland. Following discussion the renewal was approved on a motion by Paiva and seconded by Shull.
- An Employee Orientation Policy was presented for discussion and approval and was approved as amended by Paiva and seconded by Ingles.
- An update was given on the recent equipment purchases from the lightning strike damage.
- An update was given on recent training that staff has attended including the Unicorn workshop. The recent staff breakfast was determined to be a success.

#### Unfinished Business

The Combined Annual Budget and Appropriation Ordinance for the fiscal year ended June 30, 2008 was presented for trustee approval. Following discussion, the ordinance was approved as presented on a motion by Paiva and a second by Shull.

A discussion was held regarding bids received for bottled water service. At the current time, it was decided to table this discussion to a later date.

A bid was received from Syntex for repairs needed for the fire alarm system. Following discussion, the bid was approved by Paiva and a second by Ingles. Expenses should be covered by the insurance claim submitted.

No personnel meeting will be held next month due to conflicts with schedules. No executive session will be held tonight.

The meeting was adjourned on a motion by Paiva and a second by Shull.

Respectfully submitted,

Kelly S. Greene  
Board Clerk