

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
Finance and Properties

Minutes

Date: January 1, 2017

Time: 4:30 p.m.

Location: Decatur Public Library Board Room

In Attendance: John Phillips (President)
Aaron Largent
Michael Sexton
Donna Williams

Staff: Rick Meyer, City Librarian
Robert Edwards, Asst. City Librarian

Absent: Jennifer Sykes

Guests:

Call to order

The meeting was called to order by Mr. Phillips at 4:30 p.m.

Agenda

Motion to approve the agenda by Mr. Largent, seconded by Mr. Sexton, unanimously approved

Minutes

Motion to approve the November 2016 minutes by Mr. Largent, seconded by Mr. Sexton, unanimously approved

Check Register

There was discussion about the check register. There was discussion about the check register. Mr. Meyer said the cost for the temporary workers could be traced to the hiring of temporary workers to help to empty the lease space. Mr. Phillips asked about the Friends of the Library's books stored in the lease space area. There was discussion about where the books would be placed if someone was interested in leasing the space. Motion to approve the check register by Mr. Largent, seconded by Mr. Sexton, unanimous approved

Budget Report

Mr. Meyer discussed the 2016 budget, he talked about the amount of surplus that was put into the reserve fund. There was a question by Mr. Largent about the fuel cost on the budget. There was more discussion about the budget. Mr. Meyer explained that it was a typo. Mr. Meyer reported that 97% of the allotted cost for book materials had been spent. Mr. Meyer said the revenue collections appeared to be good on every category except for the Property Replacement tax.

RFID

Mr. Meyer discussed his conversations with the Bibliotheca. Mr. Meyer reported that the purchase order for the RFID materials had been submitted to Bibliotheca. He discussed deliveries and the RFID timeline.

AFSCME

Motion to go in closed session by Mr. Largent, seconded by Mr. Sexton at 4:43 pm. according to 5 ILCS 120/2(c)2 Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

Motion to come out of close session by Mr. Largent, seconded by Mrs. Williams at 4:57 pm
Mr. Phillips said the close session discussions were based on the union negotiations that had recently taken place.

Mr. Meyer discussed the progress of the bookmobile sales. He said that the City had informed him of a date that they are to be off of the parking lot, he wasn't sure if the library would meet that deadline.

Meeting Adjourned

Motion to adjourn at 5:07 pm by Mr. Largent, seconded by Mr. Sexton, unanimously approved

Scribe,
Robert L. Edwards
Assistant City Librarian

Approved 2/8/2017