

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes

Date: October 8, 2014

Time: 4:30 p.m.

Location: Decatur Public Library Board Room

Members present: John Phillips (Chair)
Jim Alpi
Donna Williams
Garry Davis

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

Absent:

Guests: Allison Petty, Amy McEvoy, Mike Deatherage

Call to order

Mr. Phillips called the meeting to order at 4:32 p.m.

Agenda

Motion to approve agenda by Mr. Alpi, seconded by Ms. Williams

Minutes of Previous Meeting

Motion to approve minutes by Mr. Alpi, seconded by Ms. Williams, unanimously approved

Old Business

Mr. Phillips asked the committee if there was any discussion about the check register. Mr. Alpi asked if the Watts entry was a lease agreement cost. Mr. Meyer answered that it was. He added that the library was looking at Watts and GFI contracts. Mr. Phillips asked what kind of revenue the copy machines generated. Mr. Meyer explained that one of the copiers belonged to the Friends. Mr. Alpi asked about the Spectrum costs. Mr. Meyer explained there were about 4 years' worth of costs on the check register; he added that the Library had been holding off buying some of the supplies as long as possible waiting on the City. There was more discussion about the check register. Mr. Meyer added that, at this point the City is not interested in purchasing new copy machines. There was discussion about the elevator, and the Schindler bill. There was more discussion about the check register. Mr. Phillips asked if there was any more discussion about the check register. Motion to approve the check register and recommend it to the full Board by Mr. Alpi, seconded by Ms. Williams, unanimously approved

Mr. Meyer discussed the September budget report. He informed the committee that some revenue had been transferred to capital and there had been an increase in book spending. There

was more discussion about the library's revenue and distribution. Mr. Meyer stated that the State had recently contacted him and notified him that the per capita ratio would be the same as the previous years. There was discussion about the Per Capita grant. Mr. Meyer discussed rollover at the end of the fiscal year and the amount of operating cash that would be available. There was more discussion about budget.

New Business

Mr. Meyer stated that he had recently signed a contract with an E-Rate consultant. He said that the Library would not start seeing results until the year 2015. Mr. Phillips asked what the status of the Local History project was. Mr. Meyer answered that construction would start on October 27th, the same day as next Foundation meeting. there was discussion about sequence of events and timeline of the project and informing the Foundation Board. Mr. Meyer discussed some of the parameters of the annual expenditures of the library. There was more discussion about library expenditures.

Meeting Adjourned

Motion to adjourn by Ms. Williams, seconded by Mr. Davis

Adjourned at 4:55 p.m.

Scribe,

Robert L. Edwards

Assistant City Librarian

Approved 11-12-2014