

**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES**  
**Finance and Properties Committee**  
**Minutes of Meeting**

**Date:** January 12, 2014

**Time:** 4:30 p.m.

**Location:** Decatur Public Library Board Room

**In Attendance:** Jim Alpi (Chair)  
Mary Gendry  
Garry Davis  
John Phillips

**Staff:** Robert Edwards, Interim. City Librarian  
Noah Tipton, Maintenance Head

**Guests:** Amy McEvoy

**Absent:** Teena Zindel-McWilliams

**1. Call to order**

Mr. Alpi called the meeting to order at 4:35 p.m.

**2. Agenda**

Motion to approve agenda made by Mrs. Gendry, seconded by Mr. Phillips

**3. Minutes of Previous Meeting**

Motion to accept minutes by Mr. Phillips, seconded by Mr. Davis, all approved

**4. OLD AND NEW BUSINESS**

Mr. Alpi mentioned that the check register and budgets were in the packets for review. There was discussion about the water bill and the usage stats presented earlier by Mr. Edwards. Mr. Phillips asked if the Library was a part of the City Power. There was discussion about the City billing and the viewing past bills. Mr. Alpi asked if there are comparison numbers for the bills. Mr. Phillips and Mr. Alpi mentioned that he was sure the electric history could be retrieved from the Ameren website. Mr. Phillips mentioned that it would be interesting to know what December numbers will look like with the colder weather that we had. He added that it would be interesting to look at the consumption history for the last 12 months. Mr. Davis asked about the OCLC charges. Mr. Edwards mentioned that the OCLC charges come annually; the Library has a various databases that they use from OCLC. Mr. Phillips asked about spending for books. Mr. Edwards mentioned that the Library had resumed purchasing of books and that the department heads had received departmental budgets. Mrs. Gendry added that book spending had been less. There was discussion about the book donations during the year and how they were distributed in the past. Mr. Tipton gave an overview of the SEDAC visit. He mentioned that he was impressed

with the group and had learned a lot about the process. Mr. Alpi added that there was the potential for some savings in some areas. He discussed some of the details of the meeting with SEDAC.

Mr. Alpi mentioned that he would like to go back to the budget now. He discussed the fact that the budgets printed out were different than they had received in the Stub year. He mentioned the email Mr. Edwards had sent out to the City concerning the budget reports and their response.

Ms. McEvoy asked what happens if the City doesn't pay the Library's bills on time. There was more discussion about the budget reports and the relevance of the numbers. Mr. Phillips stated that first and foremost the public needed to have an idea that they knew what they were doing. There was more discussion about the budget reporting. Mr. Alpi mentioned the \$100,000 shortfall that had been announced by the City. Mr. Phillips asked if the Board should talk with the City now or later. Mr. Davis stated that they didn't need to go through another situation like before, when they had issues. He mentioned that he and Mr. Alpi both had been on the Board at the time and the media had reported on those issues.

Mr. Alpi discussed the meeting with Mr. Haley and that Mr. Edwards would be sending out the minutes. Mr. Davis asked if there was timeframe for the work that Mr. Haley would be doing. Mr. Alpi answered that it would be at approximately 8-9 wks. There was discussion about the bid process and Union involvement. Mr. Edwards gave an update on the recent purchasing options that the Library has been reviewing with the City. Mr. Edwards mentioned that he had spoken with Hunzeker, and Freemont. Mr. Tipton commented on the choice for Freemont.

Motion by Mr. Phillips to enter into closed session, seconded by Mrs. Gendry. Closed session start: 5:58 p.m., Closed session end: 6:02 p.m.

There was discussion about the building and lease space and the interested parties. Mr. Alpi mentioned that he would continue investigation with one of the interested parties. There was more discussion about the lease space and the Annex.

### **Meeting Adjourned**

Motion to adjourn by Mrs. Gendry, seconded by Mr. Phillips

Adjourned at 6:10 p.m

Scribe,

*Robert L. Edwards*

Assistant City Librarian

Approved 3/13/2014