

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES  
April 20, 1995

**I. CALL TO ORDER**

The meeting was called to order at 4:30 p.m. by John Stengel, President. Members present: Mr. Stengel, Richard Lockmiller, Judi Moss, Gary Pasek, Stanley Sitton, and Ellen Spycher. Absent: Janice Lambert, Richard Mannweiler, and David Pritts. Staff present: Joan Bauer, John Moorman, and Linda Humphreys.

**II. APPROVAL OF MINUTES**

The minutes of the meeting of March 16, 1995 were approved as mailed.

**III. COMMUNICATIONS FROM THE PUBLIC**

Mike Cardinal and Linda Clark from BLDD, Inc. presented drawings for the proposed building renovation plan. They said that renovation will take approximately 24 to 30 months. If the Library remains occupied during renovation, it will have to be done in phases. Mr. Cardinal estimated that about \$500,000 to \$750,000 could be saved if the Library moved to a temporary location for renovation.

There was much discussion about the best location for certain divisions, particularly the children's division. It was agreed that the library users should be surveyed on this issue. It was also agreed that the renovation plan should be completed before fundraising begins. The Board expressed a desire to see renovation plans for all three floors with the children's division on the first floor.

The Personnel, Policy, and Public Relations Committee will study an approach for surveying the community as to the best location for various divisions. The Finance Committee will begin reviewing fundraising possibilities.

**IV. CITY LIBRARIAN'S REPORT**

The City Librarian's report was previously mailed.

Mr. Moorman reported that he expects to be able to transfer at least \$75,000 to \$85,000 to the library capital account at the end of the fiscal year.

Mr. Moorman said that he has contacted the City Public Works Director about replacing the roof. Public Works will be responsible for engineering, bidding, and supervising the project. Mr. Moorman has contacted the architect and plans are moving forward to replace the roof. BLDD, Inc. has agreed to supervise the architectural aspect of the project for \$6,900. Mr. Moorman said that Mr.



Booth reported that bids are not necessary for the architectural supervision, since the Library has established a history of working with BLDD for architectural services. Mr. Pasek made a motion to hire BLDD, Inc. to provide architectural supervision of the project. The motion was seconded by Mrs. Moss and unanimously carried on roll call vote.

#### V. REPORTS OF COMMITTEES

**Personnel, Policy, and Public Relations Committee:** The Committee met April 3, 1995. The cooperative project with District 61 is discontinued at this time.

One of the large bookmobiles will be taken off the road at the end of May.

The Committee reviewed and revised the Disaster Plan. Mr. Pasek made a motion to approve the plan as presented. The motion was seconded by Mr. Lockmiller and unanimously approved.

The Committee also agreed with a recommendation from Mr. Moorman to charge a fee for returned checks received from library users. Mrs. Moss made a motion to charge \$15 for returned checks. The motion was seconded by Mr. Pasek and carried with five yes votes and one no vote (Mrs. Spycher).

The issue of smoking in the Library was discussed and will be investigated.

The contract with Rolling Prairie to provide reference service will not be renewed. The system will pay \$5,000 next year for space rental.

**Finance and Properties Committee:** Mr. Lockmiller made a motion to approve the March bills. The motion was seconded by Mr. Sitton and unanimously carried on roll call vote.

The fines and fees survey will be discussed at the next Board meeting.

**Rolling Prairie:** Mr. Lockmiller was out of town for the system meeting. Mr. Sitton made a motion to cast the Library Board's vote for system board for the candidates nominated. The motion was seconded by Mr. Lockmiller and carried with five yes votes and one abstention (Mr. Pasek).

**Friends of the Library:** The Friends did not meet this month.

**Foundation:** The Foundation Board met April 19.

#### VI. AVENUES TO EXCELLENCE II

Chapter VIII was reviewed.



**VII. OLD BUSINESS**

There was no old business.

**VIII. NEW BUSINESS**

Mr. Lockmiller said that Marilyn Shroyer retired from the Library on March 22, 1995 with almost 14 years service. He made a motion that the Board recognize Mrs. Shroyer's many contributions to the Library and commend her for her service. The motion was seconded by Mr. Pasek and unanimously carried. A tea honoring Mrs. Shroyer will be held April 25 from 3 to 5 p.m. and all Board members are invited to attend.

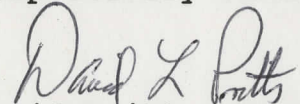
Mr. Stengel reported that he and Mr. Moorman are meeting with the new Mayor and City Council members. They will discuss upcoming library issues with them and take them on a tour of the building.

Mr. Stengel appointed Mr. Sitton and Mr. Lockmiller to the Nominating Committee to present a slate of officers at the annual meeting on May 25, 1995.

**IX. ADJOURNMENT**

Mr. Stengel adjourned the meeting at 6:10 p.m.

Respectfully submitted,

  
David Pritts, Secretary  
Decatur Public Library Board of Trustees