

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

Minutes

Date: May 21, 2015

Time: 4:00 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

Other Board Members: Dr. Susan Kruml, Dr. Priscilla Palmer, Mark Sorensen

Guests: Chris Siudyla, Allison Petty

Absent: Jenny Sykes

Call to order

Mr. Phillips called the meeting to order at 4:00 p.m.

Agenda

Motion to approve agenda by Mr. Davis, seconded by Mr. Alpi, unanimously approved.

Library/Building Commission/County

Mr. Phillips stated the purpose of the meeting was to review and make a decision on the modified agreement, to present to the full board.

Mr. Sorenson asked if the library would keep its own insurance. Mr. Alpi answered that the library will have to have some coverage for items such as contents. He added that Decatur Public Building Commission would have insurance for the building and things that they needed to cover. Mr. Meyer stated that he had spoken with the City's Risk Management manager Scott Clark concerning appropriate insurance coverage for the library. Mr. Sorenson asked if the word "currently" in the Management Agreement meant there might be changes later. Mr. Alpi stated that he believed that the meaning is that as it exists now, and changes in the future might have to be renegotiated. Mr. Sorenson stated that he also had questions about basic operations and maintenance agreement. He noticed that some things, such as phone services were not listed. Mr. Meyer stated that the library will be responsible for its phone services; he added that there were also other items that didn't fall under the agreement.

Motion by Ms. Williams that the Finance and Properties committee recommend to Board of Trustees that the Lease Agreement and Management Agreement between the Decatur Public Library Board of Trustees and the Decatur Public Building Commission previously circulated to the Board of Trustees, and the transfer of the Library Building to the Decatur Public Building Commission, be approved, and recommend that the Board of Trustees authorize the President of the Library Board of Trustees to execute a Lease Agreement and Management Agreement, in substantially the same form as said Lease Agreement and said Management Agreement, and to execute documentation, including a deed, transferring the Library Building to the Commission, at such time as 1) the Commission satisfies all contingencies that it has communicated to Decatur Public Library Board of Trustees, 2) the County satisfies all contingencies that it has communicated to the Trustees, and 3) the City of Decatur's approval of the transfer of the Library Building located at 130 N. Franklin St., Decatur, IL 62523, seconded by Mr. Alpi, unanimously approved.

Mr. Meyer stated that this assumptions and projections are made on the assumption that the deal is completed by July 1. Mr. Meyer stated that there may also be additional revenue from the sale of equipment. Dr. Palmer asked where Project Read would be located. Mr. Meyer stated that they would be on the first floor in the building that is now known as Annex. There was more discussion about use of space.

Motion to adjourn by Mr. Phillips, seconded by Mr. Alpi

Adjourned at 4:20 pm

Scribe,

Robert L. Edwards

Assistant City Librarian

Approved 6/11/2015