

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

July 1995

NAME	TERM	TELEPHONE	ADDRESS
Stengel President	1992-1997*	429-6357 (h)	431 Shoreline Dr. -21
Pritts President	1993-1996	422-2016 (h)	30 South Shores Dr. -21
Moss Secretary	1994-1998	428-3981 (h) 424-3236 (w)	1550 Lynnwood Dr. -21
Lambert	1992-1998*	767-2713 (h) 421-3141 (w)	3206 Pinehurst -21
Lee	1995-1996**	422-3849 (h) 423-8815 (w)	340 N. Calhoun -21
rd Mannweiler	1994-1997	428-8196 (h) 424-6284 (w) 424-3993 (fax)	2320 Kenwood Ct. -26
ey Moore	1995-1998	422-2565 (h)	418 Woodhill Dr. -21
ey Sitton	1990-1996*	423-4803 (h) 421-2625 (w) 421-3167 (fax)	115 Bayshore Dr. -21
Spycher	1994-1997	429-3042 (h) 423-2360 (w)	255 Cobb Ave. -22

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24-2900
-5741
John A. Moorman, City Librarian
423-4613 (h)
315 Hackberry Pl. -21

& Properties Committee

Stengel - Chair
Lambert
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Mannweiler
ss

Personnel, Policy & Public Relations Committee

David Pritts - Chair
Shirley Moore
Ellen Spycher
Stanley Sitton
John Stengel, ex-officio

ntative to the Friends of the Library: Ellen Spycher

June 24, 1995

Mr. John Stengel
President
Decatur Public Library
Board of Trustees
247 E. North Street
Decatur, Illinois 62523

Dear Jack,

I want to take this opportunity to thank you, the Board of Trustees, John Moorman and all of the staff and employees of the Decatur Public Library for the remembrances given to me last week at the Board meeting.

The very nice quartz clock-plaque, now on the wall above my desk, and the copy of The Rainmaker, which has been duly read and routed to our son in Champaign, are greatly appreciated. The cake was great and I hope the staff and employees enjoyed what little I didn't eat!

Most of all I wanted to let all of you know how much I enjoyed working with you over the last eight and a half years. As you know, I love libraries and the tenure gave me an opportunity to learn more about my hobby!

I'll miss the monthly Board meetings, but I'll be on the DPL foundation for a while.

I'll be coming to the library and the bookmobiles almost every other day and will be watching for all the changes we all hope will be made.

Lastly, remember our goal of a 20% materials budget.

Kindest regards,



Dick Lockmiller

✓ c: Decatur Public Library Board of Trustees
Mr. John A Moorman, City Librarian
Decatur Public Library Staff and Employees

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
June 15, 1995

I. CALL TO ORDER

The meeting was called to order at 4:30 p.m. by John Stengel, President. Members present: Mr. Stengel, Janice Lambert, Mary Lee, Richard Lockmiller, Richard Mannweiler, Judi Moss, and Stanley Sitton. Absent: David Pritts and Ellen Spycher. Staff present: John Moorman and Linda Humphreys. Others present: John Patterson, Herald and Review and Norma Lockmiller.

Mr. Stengel introduced new trustee Mary Lee to the Board. He administered the oath of office to Ms. Lee.

Mr. Stengel presented Mr. Lockmiller with a book and a plaque expressing appreciation for his dedicated service to the Library.

II. APPROVAL OF MINUTES

The minutes of both the regular and the annual meeting of May 25, 1995 were approved as mailed.

III. COMMUNICATIONS FROM THE PUBLIC

No one from the public addressed the Board.

IV. CITY LIBRARIAN'S REPORT

Karen Anderson, Head of the Extension Division, reported on the activities and goals of her division.

The City Librarian's report was previously mailed.

Mr. Lockmiller passed out an article on automation in libraries.

V. REPORTS OF COMMITTEES

Personnel, Policy, and Public Relations Committee: The Committee met May 31, 1995. Mr. Stengel reported that the security policy was reviewed. The Committee recommended changing "drugs" to "drugs and/or alcohol." Mr. Moorman reported that Mr. Booth reviewed the changes. Mr. Lockmiller made a motion to change the policy as presented. The motion was seconded by Mrs. Lambert and unanimously carried.

The Committee also discussed possible low library usage during the Decatur Celebration. Mr. Moorman said that he will prepare a study of the amount and kind of service provided on Saturday during the weekend of the Celebration. The library will close at 5:30 p.m. on Friday, August 4.

Finance and Properties Committee: Mrs. Lambert made a motion to approved the May bills. The motion was seconded by Mr. Lockmiller and unanimously carried on roll call vote.

Mr. Stengel reported that the Finance Committee met June 6 but did not have a quorum. Mr. Moorman's request to purchase a Minolta reader printer 603Z from Microtek was reviewed. The vendor is a sole source supplier. Mr. Lockmiller made a motion to approve the quote as presented. The motion was seconded by Mrs. Moss and unanimously carried on roll call vote.

The Committee also reviewed specifications for a minivan to replace the library station wagon. The specifications were taken from city standards and are broad enough that several vendors can bid. Mrs. Moss asked about program or used vehicles. Mr. Moorman said that the city did purchase used and program vehicles for a period of time in the past, but they now purchase new vehicles. He recommended that the library purchase a new vehicle. The quotes will be sent to Decatur vendors and an ad will be run in the Herald & Review. Mr. Lockmiller made a motion to seek bids as specified. The motion was seconded by Mrs. Lambert and unanimously carried on roll call vote.

Mr. Moorman reported that he would like to renovate the better of the two bookmobile trailers for an additional ten to fifteen years service. Most of the work could be done by staff, with an estimated cost of \$6,000 to \$9,000. Mr. Moorman will look at having some of the work outsourced and will check to see what work, if any, the vocational center might be able to do. The other trailer will be sold after work is completed. Mr. Mannweiler made a motion to proceed with the work. The motion was seconded by Mr. Lockmiller and unanimously carried on roll call vote.

There will be no Finance and Properties Committee meeting in July.

Rolling Prairie: Mr. Lockmiller reported that the system has abandoned GEAC and is using DRA. More opportunities for talking books are being made available for people with disabilities. The system board approved Mrs. Spycher representing the Decatur Public Library on their Board.

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

Foundation: Mr. Lockmiller reported that the City Council, as a home rule governmental unit, has unlimited bonding authority. The library capital fund, state grants, and fundraising by the Foundation are all possibilities for funding renovation. The Foundation Board also increased the number of directors from six to seven. Mr. Lockmiller said that the Foundation bylaws require another library trustees on the Foundation Board. Mr. Mannweiler agreed to serve. Mrs. Lambert made a motion to approve Mr. Mannweiler's term on the Library Foundation Board of Directors. The motion was seconded by Mr. Lockmiller and unanimously approved.

The fourth set of schematic drawings for renovation was reviewed. There was discussion about the location of the children's division, but no decision was made. BLDD is having an asbestos study

conducted. If an asbestos problem is found, the library will probably have to move to another location during the removal. If there is no asbestos problem, renovation could be done in phases.

Mr. Moorman will prepare reports to present to the City Council regarding renovation.

VI. AVENUES TO EXCELLENCE II

Chapters IX and X were reviewed.

VII. OLD BUSINESS

There was no old business.

VIII. NEW BUSINESS

The July meeting of the Library Board of Trustees is rescheduled from July 20 until July 24 at 5:15 p.m. The meeting with the City Council will follow at 6:30 p.m.

Mr. Sitton made a motion to approve and submit the FY96 Per Capita Grant Application as presented. The motion was seconded by Mrs. Moss and unanimously carried.

Mr. Lockmiller made a motion to approve a resolution determining the prevailing wage rates. The motion was seconded by Mrs. Lambert and unanimously carried.

IX. ADJOURNMENT

Mr. Stengel adjourned the meeting at 6:20 p.m.

Respectfully submitted,

David Pritts
lh

David Pritts, Secretary
Decatur Public Library Board of Trustees