

**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
FINANCE AND PROPERTIES COMMITTEE
Minutes**

Date: December 11, 2013

Time: 4:30 p.m.

Location: Decatur Public Library Board Room

In Attendance: Jim Alpi (Acting Chair) **Staff:** Robert Edwards, Interim City Librarian
Garry Davis
Mary Gendry
John Phillips
Mark Sorensen

Absent: Teena Zindel-McWilliams

Guests: Sherri Arnold (Foundation)

Public comments:

1. Call to order

Mr. Alpi called the meeting to order at 4:36 p.m.

2. Agenda

Motion to approve the agenda with amended changes made by Mr. Alpi, seconded by Mr. Davis

3. Minutes of Previous Meeting

Motion made by Mr. Phillips to approve the minutes, seconded by Mr. Davis

4. Financial Reports

There was discussion about the check register. There were questions about the water bill costs. Mr. Edwards mentioned that he would contact the water department about the billing. Motion to recommend the check register by Mrs. Gendry, seconded by Mr. Davis
Mr. Phillips asked Mr. Edwards about the 2014 budget and the ability to stay within budget. Mr. Edwards mentioned that he felt the present budget attainable. There was more discussion about the budget.

5. Old Business

Mr. Alpi stated that he could update the Board on progress so far with the Local History Project. He stated that he had spoken with Jeff Haley recently about the possibility of doing a smaller project. He mentioned that he had discussed the idea of having Mr. Haley take a look at some of the reduced options that the Library was thinking about. Mr. Davis asked if Mr. Haley became involved, what could the Library look to get back a proposal. He discussed the services that Mr. Haley could provide. Mr. Alpi mentioned his conversation with Sally Krigbaum about the project and their desires. He mentioned that the board would meet at the next Board meeting and present a packaged proposal to the Foundation Board. Mr. Phillips asked about the number that would be presented to the architect. Mr. Alpi answered that when they sat down for discussion with the architect they could come up with an amount. Mr. Sorensen mentioned that he had invited Ms. Damptz to the meeting to hear her thoughts. Mr. Phillips asked if the Board was prepared to hear from various individuals about the process (i.e. RFP). Mr. Alpi mentioned that some of the process had been completed, that's how the Board arrived to this point. Mrs. Gendry added that her concerns are that there is communication. Mr. Sorensen mentioned that the preference seemed to be napkin C. He asked was it voted on. There was a comment from the audience that it had not been voted on. Mr. Davis added that he didn't think that the Board needed to vote to approve plan C.

Mr. Sorensen discussed the Search Committee and their progress. He mentioned that the Committee had decided to ask the Friends for the money to bring in the candidates. He said that seemed to be the best option, since the feeling was that there wouldn't be money in the Library budget to bring in the candidates. There was discussion about the progression of the Search and the timeline. Mrs. Gendry mentioned that there might be individuals on the Friends who might not be in favor of supporting the request. Ms. McEvoy mentioned that there would be money available. She mentioned that the Board should ask for money and if they needed more they could come back later and ask for more. Motion by Mr. Davis to ask the Friends of the Decatur Public Library for \$5000.00, seconded by Mrs. Gendry
Motion to go into closed session by Mr. Alpi, seconded by Mrs. Gendry

6. New Business

Mr. Edwards mentioned that there had been an inquiry about the temporary use of the Annex. He stated that Decatur businessman, Tony Coccomo had contacted him about leasing the Annex for the purpose of packaging popcorn. There was discussion about having food handlers in the building. Mr. Phillips stated that he felt that there could be issues packaging food in the building. Mr. Alpi stated that there was also a question of the liability. He mentioned that the building was unfinished and that there were several areas that could be considered to be hazardous. Mr. Davis asked if it was popped popcorn. Mr. Edwards mentioned that it was unpopped popcorn. Mr. Phillips stated his experience with businesses and food products. Mrs. Gendry stated that, the businessman should understand the consequences of liability. Motion to inform the businessman that the Board is not interested in leasing the Annex for this purpose by Mr. Davis, seconded by Mr. Phillips.

There was discussion about the building and the County representative visiting.

Meeting Adjourned

Motion to adjourn by Mr. Davis, seconded by Mr. Sorensen
Meeting adjourned at 6:10 p.m.

Scribe,

Robert L. Edwards

Assistant City Librarian

Approved 01/16/2014