

# DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

## Finance and Properties Committee Minutes

**Date:** October 9, 2013

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

**Location:** Decatur Public Library Board Room

**In Attendance:** Jim Alpi (Acting Chair, Finance & Properties Committee)      **Staff:** Robert Edwards, Asst. City Librarian  
Garry Davis (Personnel, Policy & Public Relations)  
Mary Gendry (Finance & Properties Committee )  
John Phillips (Finance & Properties Committee )  
Mark Sorensen (Personnel, Policy & Public Relations)

**Absent:** Eugene King (Personnel, Policy & Public Relations)  
Ed Costa (Personnel, Policy & Public Relations)  
Teena Zindel-McWilliams (President, Board of Trustees)  
Dr. Priscilla Palmer (Personnel, Policy & Public Relations)

**Guests:**

### 1. Call to order

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

### 2. Agenda

Mr. Alpi suggested moving the Foundation to up after the minutes. Motion made by Mr. Alpi to approve the agenda, seconded by Mr. Phillips

### 3. Minutes of Previous Meeting

Motion made by Mr. Alpi to approve the minutes from the previous meeting, the motion was seconded by Mrs. Gendry

### 4. New and Old Business

Sally Krigbaum discussed the concerns the Foundation had about not having a plan of direction for the Local History project. She mentioned that something must done with the money that they have been holding for so long. Mrs. Arnold mentioned that they were there to hear the Board thoughts and their direction on the Local History Project. Mr. Sorensen asked about the amount of money and the uses. Mrs. Arnold asked Mr. Sorensen what he would like to use it for. Mr. Sorensen mentioned his thoughts on having staffing for the local history room. He discussed thought of a position opposed to construction. Mrs. Arnold mentioned that the Foundation was

not responsible for setting the budget for the project. There was continued discussion about the use of the money and option of contacting the donors. Mr. Phillips added his thoughts on possible uses once the exact amounts were made known. Mrs. Arnold and Mrs. Krigbaum mentioned that they could get the numbers from Mr. Edwards.

Mr. Alpi discussed the past efforts and the history. He thought the options should be discussed. Mrs. Krigbaum asked if the Board could provide a timeline. Mr. Phillips mentioned that the Board could come back with a plan. Mr. Phillips asked the costs of projects plans presented by Cordogan Clark. Mr. Davis answered that they were six figure estimates. Mr. Phillips asked if the go back for a smaller version. Mr. Sorensen mentioned his involvement, past reports for the library and knowledge of the Local History room. Mr. Phillips stated that the Board would not be able to get everything organized by December, but perhaps they could have a plan of which direction they were heading by November. Mrs. Krigbaum asked if they could have it ready to present to Foundation Board by their annual meeting in October. Mr. Alpi answered that members of the Board could attend the annual Foundation Board meeting and discuss their direction. Mrs. Arnold mentioned that they needed to hear from the Board soon. Mr. Davis discussed the timeline. Mrs. Gendry agreed with Mr. Phillips that it would probably not be a good idea to give the funds back. Mr. Phillips and Mr. Sorensen discussed meeting on Friday to discuss the options available and asked Mr. Edwards to get them the exact figures. Mr. Davis asked if there would be a need to have a special meeting. The members of the Finance committee agreed to meet immediately before the next Board meeting. The Board entered into closed session at 5:55 p.m. Returned from closed session at 6:35 p.m.

Mr. Alpi discussed the 2014 proposed budget. Mr. Davis mentioned that he had concerns about the fees. Mr. Alpi mentioned that he wasn't sure if the City Council was aware of the library's increased fees, he mentioned that the fees were new. Mr. Davis mentioned that he thought the Board should approve the Board but to keep an eye on the fees. Mr. Phillips discussed that perhaps that some of the library's fees to the City could be placed on a separate line to build up reserves for future issues. Mr. Alpi mentioned the present and some past history of the Library's efforts to get a separate line item, as the Board had been informed. Mr. Phillips mentioned that he would be willing to attend the next City Council meeting and inform them of the library's progress, sacrifices and discuss options for the fees. Mr. Alpi suggested that Mr. Phillips write up the letter. Mr. Alpi suggested that the Board approve the budget.

## **5. Financial Reports**

Mr. Alpi discussed the check register and the budget. There was discussion about the check register. Motion to submit to full Board by Mr. Davis, seconded by Mr. Phillips

### **Meeting Adjourned**

Motion to adjourn by Mr. Davis, seconded by Mr. Alpi  
Meeting adjourned at 7:25 p.m.

Scribe,  
Robert L. Edwards  
Assistant City Librarian

Approved 11/14/2013