

# DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

## Finance & Properties Committee Meeting Minutes

May 15, 2012

### I. CALL TO ORDER:

Carol Craig, Chair, called the meeting to order at 4:40 p.m. Members present: Carol Craig, Mary Gendry, Mike Deatherage, Jim Alpi, and Eugene King. Staff present: Lee Ann Fisher, City Librarian, Robert Edwards, Assistant City Librarian.

### II. AGENDA:

Agenda was accepted as presented.

### III. MINUTES:

Motion by Mrs. Gendry and seconded by Mr. Alpi to approve the March 12, 2012, minutes as submitted. Motion carried unanimously.

### IV. FINANCIAL REPORTS:

Budget was presented for information.

Check Register was discussed.

Motion by Mr. Deatherage to accept financial documents, seconded by Mrs. Craig. Motion carried on a voice vote of yes

### V. OLD BUSINESS:

Mrs. Craig asked if there was enough carryover. Ms. Fisher mentioned that there was carryover. Mrs. Craig asked if there were further questions the about register. Ms. Gendry asked about payments to Mr. Ed Booth. Ms. Fisher explained that it was the last billing for the Kupish . Ms. Gendry asked how chiller repairs were going. Ms. Fisher explained that the chiller had been repaired. Ms. Fisher explained about letter to City concerning the Library's budget. Mrs. Craig explained that at the very least the Library had made its case. Ms. Gentry suggested that increased expenses would affect everyone. Ms. Fisher explained that contract negotiations are going very well. The new attorney Everett Nicholas and the new union representative Chris Hooser have made a huge difference in the progress. The rapport has been very positive and the talks have been more focused than in previous years. Mrs. Craig expressed hope that this would translate over into other matters. Ms. Fisher indicated that she had high hopes that it would. Mrs. Craig asked about parking. Ms. Fisher indicated that City construction is presently hindering

library parking and access. Mr. Deatherage and Mrs. Craig asked about the bookmobiles. Ms. Fisher responded that Noah and Robert had been working on selling the bookmobiles. Robert had recently driven the large bookmobile to an Illinois Heartland (IHLS) meeting in Edwardsville for the Leslie Bednar, ILHS Executive Director and her staff to view. Leslie had previously mentioned that they would be interested in purchasing a bookmobile for training.

## **VI. NEW BUSINESS:**

Ms. Fisher mentioned that a realtors & other had shown interest in renting space from the library. One of the relators had recently toured the annex. Ms. Craig inquired about the previous interest that one of the non-profit had shown. LAF explained that the group had not had any further contact with the library. Mrs. Craig asked about the new City Finance Officer. Ms. Fisher explained that she and Robert recently attended a “meet and greet” session at the City for Gregg Zientara, Finance Officer.

Ms. Fisher mentioned that she, Noah and Robert had visited a City presentation regarding Streetscape, at the Transfer House. There was discussion by the committee about the City’s plans for parallel parking. Ms. Craig asked when the library would open the south entrance. The gate is presently closed and prevents access. Ms. Fisher explained that she is waiting on the City to complete the repairs directly in front of the access. At the present, there is a huge hole directly in front of the entrance. Mrs. Gendry asked if there were plans to extend Central Park. The committee also had questions about the Central Park planned tent structure. Noah explained how the tent structure would be set up. Mrs. Craig asked about the timeline. Mr. Alpi explained the proposed process.

The Board mentioned that they would like further investigation on the fiber optics tie in from the City. Library staff is currently in contact with City staff to be included in the project.

Mr. Deatherage asked about the plumbing. Noah explained his department had been repairing leaks as they occurred. Noah explained that he had explored a couple of options that the library could adopt to replace all of the problem piping. He explained that for someone to come in and do the work it would cost about \$64,000. However the library could purchase a very expensive tool that would allow the work to be done in-house for around \$40,000. The tool would probably not be used much after this project. Ms. Craig expressed concerns about asbestos issues. Ms. Fisher explained that asbestos has been considered and checked for. Mr. Alpi expressed that a full report should be made. There was in-depth discussion by Mr. Alpi and Noah about the piping and dimensions. Mr. Alpi asked when the work could be done. Ms. Fisher explained that it could be done after hours. Noah mentioned that it could also be done in sections. Mr. Craig asked if it could be done when the library is open. Ms. Fisher stated that it could be done when the library is open. Mr. Deatherage asked what we were furnishing hot water to and if electric hot water heaters could be a substitute for some areas of the building. Mr. Alpi stated that he thought that Mr. Deatherage’s suggestion might be a viable option. Mr. Deatherage stated that maybe it should be explored further. Mr. Alpi agreed and mentioned that maybe an engineer should be brought in to explore the option. Mrs. Craig stated that the maybe BWC could be an option. Ms. Craig suggested that maybe it should be tabled for now. Mr. Deatherage asked if maybe we should get the City involved. The committee concluded that as repairs and

maintenance precedes, any code violations should be addressed and dealt with. Ms. Craig asked if there were questions.

**VII. ADJOURNMENT:**

Mrs. Craig ask for an motion for adjournment,  
Motion made by Mr. Deatherage, seconded by Mr. Alpi.

Meeting was adjourned at 5:53 p.m.

Respectfully submitted,

*Robert Edwards*

Assistant City Librarian

Approved