

**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES  
Finance and Properties**

**Minutes**

**Date: November 10, 2015**

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

**Location: Decatur Public Library Board Room**

**In Attendance:** John Phillips (President)  
Michael Sexton  
Jennifer Sykes  
Aaron Largent

**Staff:** Rick Meyer, City Librarian  
Robert Edwards, Asst. City Librarian

**Absent:** Donna Williams

**Guests:** Allison Petty

**Call to order**

Mr. Phillips called the meeting to order at 4:30 p.m.

**Agenda**

Motion to approve the agenda by Mr. Largent, seconded by Mr. Sexton, unanimously approved

**Minutes of Previous Meeting**

Motion to approve the October minutes by Mr. Phillip, seconded by Mr. Largent, unanimously approved

Check Register

Mr. Phillips stated that the check register was in the packets for the committee to review. Mr. Meyer explained a check for \$3800.00 for the R. Beecher Reader. He also discussed expenditures for the Reference USA database. Mrs. Sykes asked if the water billing was about the same as previous billings. Mr. Meyer answered that usage was up, he added that there was a small leak in the cooling tower. Mr. Phillips said some things have been added to residential water billings, he wondered if some things had been added to the library water billing. There was more discussion about the water billing. Motion by Mr. Largent to recommend the approval of the check register to the full board, seconded by Mr. Sexton, unanimously approved

Budget Report

Mr. Meyer discussed the fluctuating electricity bills. He stated that he had spoken with the City finance department about the recent bill. He stated that per the City there should be adjustments and credits coming soon for the electricity. He said without the credits, the library would be looking a shortfall compared the former forecasted budget.

Decatur Public Library/City of Decatur/Decatur Public Building Commission discussions

Mr. Phillips stated that the present talks were moving along. He said the City is presently going through a process where the City Council will meet in closed session and have discussions about the Library building. He said that he and Mr. Sorensen had met with the City Manager and had some discussion. There was discussion about potential offers that might be made for the library building. Mr. Phillips stated that some of the Board members had gotten together with Mr. Meyer to compile a list of some of the things that they consider to be significant in the discussions about compiling a management agreement with the City. Mr. Sexton stated that he was under the impression that the library was going to do a side by side comparison of the Public Building Commission's agreement and the agreement that the City presented. He stated that he was bothered by the individual meetings that excluded the entire board. He stated that he would prefer the City offered an agreement to the library and the board went from there. There was brief discussion about the presenting the concerns for custodial care of the building, reduction of staff, space recognition for the Friends of the Library, security, capital issues and preserving library space.

Mr. Phillips stated that the City manager would be at the next full board meeting ready to answer questions regarding the City's response to attaining the library building.

Mr. Meyer stated that the library had recently received the revisions from the City for the 2016 budget. Mr. Meyer stated that if the City took over the building and did the things that they had agreed to do, including the capital improvements, the revised budget appeared to be a good budget. There was discussion about the budget changes and the line items affected by the City revisions. There was more discussion about the revisions and recommending the revised budget to the City. Mr. Largent stated that he thought they should wait until the full board had a chance to review it before recommending it. Mrs. Sykes said she agreed, they should wait for the full board. There was a consensus by the committee to wait until the full board reviewed the budget.

**Meeting Adjourned**

Motion to adjourn by Mr. Largent, seconded by Mr. Sexton, unanimously approved

Meeting adjourned at 5:15 p.m.

Scribe,  
Robert L. Edwards  
Assistant City Librarian

Approved 12/08/2015