

PAWNEE PUBLIC LIBRARY
Board of Trustees Meeting
April 8, 2008

Call to Order

- Board President Floyd Church called the meeting to order at 7:01 p.m.
- Trustees in attendance: (Church), Janet Thomas, Cynthia Kramer, Donna Hasse, Dan Vickers, Andrew Hackethal, Sue Masters
- Also present: Library Director Bennett Bess

Presentation of Minutes

- Minutes of March 11, 2008 were presented for review and approval. Director Bess requested that under *Presentation of Library Summary and Director's Report*, the amounts noted for replacement book costs be amended from \$40 to \$50 per book to \$20 to \$50 per book.
Motion made by Trustee Thomas to approve March 11, 2008 minutes with noted amendment as to replacement cost per book.
Second by Trustee Hasse
Voice Vote Taken: Ayes-6, Nays-0
Motion Carried (6-0)

Presentation of Treasurer's Report

- Budget Comparison Report for March 2008 was presented for review and approval.
Motion made by Trustee Kramer to approve the March 2008 Budget Comparison Report as presented.
Second by Trustee Hasse
Voice Vote Taken: Ayes-6, Nays-0
Motion Carried (6-0)
- Trustee Hackethal asked what the library spent on computers this fiscal year. He was told that library expended money for Follet text support.
- Treasurer Thomas made payroll, \$5000 out of the regular checking account. Gas and water bills for the library for the month of March were \$791.48 for the main library and \$66.69 for the annex.
- The Pawnee Public Library will have \$1923.58 in Corporate Replacement Tax (actual figure)
- Insurance bill for library buildings, main library and annex is \$2563. The library is paying for replacement costs for main library building and contents. There is only liability on the annex building, no content coverage yet. There is a \$500 deductible per occurrence. Trustee Hackethal asked about upping the deductible for a lower rate.
- Regarding discussing insurance, Director Bess told trustees to keep in mind children's books, as prices are not discounted. The library has a large number of children's books, some are out of print and will be difficult if not impossible to replace. Children's books are just as important as high dollar books. Children's book and AR books are one of the most important things that we do at this library.
- Estimated electric bill is \$4000, payable to the village.
- As of the end of March, there is \$15,000 in the Special Account and \$5400 in the Money Market Account. Treasurer wants to make that the library has enough money to pay salaries for April, May and June.
- Beginning May 1, 2008, monetary gift/s to be kept separate of other revenue sources, to be used per donator request.

Presentation of Library Summary and Director's Report

- Director Bess noted circulation for the month of March was 1,554, many books going in and out of the library. It is excellent given the fact that the library is open only 45 hours a week.

- Director Bess passed out information regarding BetterWorld Books stating he would like to try the Internet based used book service. He noted Barnes & Noble sells cheap, but shipping charges are extremely high. BetterWorld has 8 million used books, inexpensively priced, in good condition and shipping is free within the U. S. This will enable the library to keep adding AR (Accelerated Readers) books as the AR List continually increases. If for some reason book orders must be returned, if returned within 30 days, BetterWorld will refund 100% of the purchase price. Trustees tell Director Bess to try the service.
- The library received a \$200 donation from Bonnie and Tom McTaggart. Director Bess stated he would like to apply the donation to the annex carpet fund.
- About a dozen people attended the March 25 rescheduled Guest Speaker Program with Springfield authors Carl and Roberta Volkman.
- The fiscal year 2009 requirements for the Per Capita Grant include the following: 1.) Legal Compliance – The library board must review the Freedom of Information Act and the Open Meetings Act. Provide the dates of review and describe how the library complies with the Open Meetings Act and how the library’s policies changed or ensured compliance with these acts as a result of these reviews. 2.) The library must review and report on progress in meeting Chapter IX “Facilities-Implications of Technology on Designing/Remodeling a Building” of Serving Our Public Standards for Illinois Public Libraries. 3.) Complete and submit the ADA Self-Evaluation Form. Identify areas where the library is not ADA compliant. Develop a plan that identifies how and when the library will bring these areas into compliance. If applicable, address the library’s service plan for assisting patrons who are unable to utilize the library because of physical barriers such as stairways. Director Bess stated regarding number three, the library has not received the ADA Self-Evaluation form. He gives # 2 to Trustee Hackethal to review while Trustee Kramer takes #1 for review.

Unfinished Business

- Trustee Hackethal spoke with Chad Brendan regarding the library not receiving a bill for his work winterizing the library. Mr. Brendan told Trustee Hackethal, the library would not receive a bill, as his work was gratis, in the spirit of community service.

New Business

- Trustee Hackethal informed board members that he will be unable to attend the May 13, 2008 Library Board meeting. Trustee and Board President Floyd Church stated he might not be able to attend the May 13 meeting as well.

Motion to Adjourn

Motion made by Trustee Hasse to adjourn the meeting

Second by Trustee Thomas

Voice Vote Taken: Ayes-6, Nays-0

Motion Carried (6-0)

The meeting adjourned at 7:39 p.m. on Tuesday, April 8, 2008

The next scheduled meeting is Tuesday, May 13, 2008 at 7:00 p.m. in the Pawnee Public Library Community Room.

Submitted

Cynthia S. Kramer
Secretary