

**PEOTONE PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
September 19, 2017**

Location: Library Meeting Room.

Call to Order: 6:48 pm by Sandra Gall, Library Board President.

Pledge to the U.S. Flag: Recited.

Roll Call: Taken by S. Gall, President: M. Baker: present, M. Cann: present, S. Gall: present, D. Ladislas: present, K. LeClaire: present, J. Mills: present, D. Stacy: present.

Others attending: Noreen Bormet: Library Director, Ruth Welzen: Bookkeeper, Matt Melvin of Mack & Associates, P.C. Certified Public Accountants.

Public Forum: None attending.

Presentation of Annual Financial Report: Presented by Matt Melvin of Mack & Associates, P.C.

Regular Board Meeting Minutes: from August 15, 2017: Additions or corrections : noted to review spelling of last name on Thank You note received for books donated to Monee Love Day. Trustee Baker moved to approve minutes, seconded, all in favor, motion carried.

Bills from September 1, 2017 – September 12, 2017. Following discussion, Trustee Stacy moved to approve payment of bills, seconded. All in favor, none opposed. Motion to pay bills carried. Filed for audit.

Financial Report: Following discussion, Trustee Mills moved to file for audit, seconded. All in favor, none opposed. Motion carried. Financial report filed for audit.

Director's Report: See attached Director's Report. Additional comments by Director Bormet: We are waiting to receive the 2017 Per Capita grant funds. October 19 at 10:19 a.m., Earthquake Safety Drill will be held.

RAILS News: October 5 is next Members Update. Illinois Talking Book and Braille service will be going back to State. Next KALA meeting will be hosted here, Veronda Pitchford will be presenter. IL House Bill 547-338 work must be \$25,000 to go out for bid, effective August 5, 2017.

LIBRARY BUILDING: Energy Packet has arrived and must be completed by end of month. Outside lights are now LED. Looking for a buildings and grounds person as a temporary.

MONEE News: PPLD asked to participate in:

- September 30 - St. Paul's UCC Oktoberfest.
- TIFF meeting 6

PEOTONE News:

- October 1 – 11 am- 2pm Peotone Fireman Open House
- October 21 –1-3pm Downtown Peotone Trunk or Treat, Vendors needed. Garage sales to be held.
- December 9 – Peotone Lights Parade, Christmas Decorating Contest," Golf around the Christmas tree", looking for additional Library volunteers.

OLD "Unfinished" BUSINESS:

Tech Savvy Trustees – Trustees given Trustee Facts File for review. Online safety videos to view for Per Capita Grant will be emailed to trustees.

Telephone System update - Director Bormet waiting to hear from CISCO. Will table to Oct. meeting. Trustees to review packets of information on systems.

Rules and Regulation Policy - Director Bormet gave DRAFT to Trustees for review.

NEW BUSINESS:

- Annual Financial Audit by Mack & Associates P.C. - Done at beginning of meeting. Motion to accept audit as presented – Trustee Baker. Motion passed.
- Possible rescheduling of November 21 Board Meeting: Trustee Stacy moved to change date to November 28. Seconded, all in favor. Motion passed.
- Ordinance 2017-05 Establishing Regular Board Meeting Dates January 2018 – December 2018. Move to establish dates by Trustee J. Mills, seconded. Roll Call Vote by President Gall - 0 Nays 6 Ayes 0 Abstain 1 Absent. Passed.
- HTS to replace old server with new one - moved to accept by Trustee Baker, seconded. All in favor, 1 absent. Motion carried.

Move to adjourn by Trustee Stacy, seconded. All in favor, none opposed. Motion carried.

Adjournment: 8:11 pm.

Next Regular Board Meeting: October 17, 2017, 6:30pm.

Respectfully Submitted,



Karen LeClaire, Secretary, Peotone Public Library District