

# PEOTONE PUBLIC LIBRARY DISTRICT

**DATE: December 16, 2014**

## BOARD MEETING MINUTES

**Call to order:** 7:15 pm by Diane Stacy, Board Vice President.

**Pledge to U.S. Flag:** Recited.

**Roll call by D. Stacy, Library Board Vice President:** M. Baker-present, M. Cann-absent, S. Gall-absent, K. LeClaire-present, A.M. Manning-Nagel-absent, J. Mills-present, D. Stacy-present.

Others attending: Noreen Bormet, Library Director and Ruth Welzen, Bookkeeper.

**Public Forum:** None attending.

**Minutes from Public Hearing, November 18, 2014:** Motion to accept by M. Baker, seconded by J. Mills. All in favor, motion carried.

**Minutes from November 18, 2014:** Sp. correction noted: add "T" at end of DISTRICT in heading. Motion to approve with correction by M. Baker, seconded by J. Mills. All in favor, motion carried.

**Bills from Dec. 1, 2014 to Dec. 9, 2014:** No discussion. Motion to approve J. Mills, seconded by M. Baker. All in favor, motion carried. Filed for audit.

**Financial Report:** No comments from R. Welzen, bookkeeper. \$12,000 amount in budget clarified. Motion to approve by M. Baker, seconded by J. Mills. All in favor, motion approved.

**Director's report:** See Attached. Additional comments by N. Bormet- Announced engagement of Katelyn Bloom. N. Bormet dropped off the 3 baskets of donated socks to Helping Hands. 3 election packets dropped off today. Looking into adding another light to corner of parking lot this spring. ComEd may put a light on one of the existing poles.

**RAIL NEWS:** IL State Library bringing up the standards, such as inner library loans, non-resident card issue - fee structure already in place. Peotone Library District considered a small library. Have concerns and plans set for January. E-commerce is set to start this month (DEC.) in PrairieCat, unless Encore is having issues with accounts. Every library that has an account can pay on computer here.

**Monee News:** N. Bormet was asked to be secretary of the Monee Chamber of Commerce and went to Christmas Party. The jobs of Village Assistant and the Park and Recreation Director were filled the night at Monee Village meeting.

**Old Business:** Parking lot: 3 places called for seeding bids- still waiting to hear from one of the contacts. Suggested as an Eagle Scout project? M. Baker commented on the retaining mats. N. Bormet waiting for bill from Iroquois. The suggestion was made that in future get a “Not to Exceed” bid.

Adjusted Energy Project: approximately \$1800.00. HVAC Energy Audit: Paul Reitz sent estimate. ComEd Incentive \$883.64 may not be there. Nicor Incentive will be there. \$1900 we'll have to pay. In future, NICOR incentive will be ½ (approx.) Honeywell thermostats are already in place Park Forest Library. They can be set remotely by smartphone or on computer. We will pay \$4800 and get incentive back, as long as we get incentive letter back – by end of January. M. Baker motioned to amend our energy Incentive, D. Stacy seconded. All in favor, Motion passed.

Edge Workbook: N. Bormet taking webinar on January 20 and she will report to the board.

**Ordinance 2014-04 /establish ordinance:**

Special Reserve Fund Ordinance: You need estimate (Estimate is proof). Outdoor Sign - \$7,382.00 (illuminated, replacement outside doors \$13,000, fix exterior, 2-toned paint, power blast exterior – still waiting for estimate (approx. total \$176,000). May be amended at any time. Ordinance 2014-04 to establish ordinance. M. Baker makes motion to establish Special Reserves Funds. Mills seconded. 4 yeas, 0 nays. Motion carried, all in favor, none opposed. 4 yeas, 0 nays, 3 absent.

**New Business:**

Library Foundation/Friends of the Library: A motion was made by M,. Baker and seconded by D. Stacy to convert the Foundation to the Friends of the Peotone Public Library. 4 yeas, 0 nays, 3 absent – motion carried.

**Adjournment:** At 8:30pm Motion to adjourn by J. Mills, seconded by M. Baker.

**Next Meeting:** January 20, 2015. Note time change to begin at 6:30pm.

Respectfully submitted,



Karen LeClaire, Peotone Library Board Secretary