

MINUTES
Board of Trustees
Edwardsville Public Library

Date: November 23, 2010
Time: 7:10 p.m.
Place: Meeting Room

Call to order and roll call of members:

President LaRose called the meeting to order at 7:13 p.m.

Members present:

Pete Fornof
Emily Gates
Robert LaRose
JoAnn Nabe
Francie Powell

Absent:

Gary Denué
Kim Harrison
Sharon Whittaker
Gloria Zupanci

A. Introduction of guests:

Librarian-Director, Deanne W. Holshouser, Assistant-Director Susan Carr

B. Disposition of regular minutes:

Motion by JoAnn Nabe, seconded by Emily Gates to approve the minutes of the Wednesday, October 27th 2010 Board meeting.

Motion carried.

Motion by Emily Gates, seconded by Francie Powell to approve the minutes of the Wednesday, October 27th 2010 Finance Committee meeting.

Motion carried.

C. Communications:

The Library received a thank you note from Flo Gillig for sending flowers in honor of her service with the Edwardsville Library Friends.

Gloria Zupanci sent a thank you note for the gift of fruit and well wishes during her convalescence.

D. Committee Reports:

1) Personnel

Circulation Clerk Erika King, Computer Technician Mike Hayman and Processing Clerk April White are leaving. A circulation clerk will be hired.

Mary Meyer and Lisa Engelke will split the hours of the processing job. Reference Librarian Cary Harvengt will take on some of the computer technician's duties.

Deanne attended the City of Edwardsville Health Insurance Committee meeting. The City is changing its health insurance company to GHP from Blue Cross/Blue Shield. Some benefits will improve.

2) Building

Deanne reported that construction will start later than projected due to a delay in the delivery of flooring materials. A message has been posted to the website and Deanne will notify the newspaper as soon as a start date is set.

Per Fire Chief Welle's recommendation we will have a daytime fire watcher on duty when the fire detection sprinkler is drained for the ceiling work to be done. Deanne has a candidate for the position of night watchman to cover that time also. Pete Fornof recommended that Deanne write up a schedule for the night watchman to follow outlining how often and which rooms he is to walk through each hour.

We have contracted with a moving company to move heavy items prior to construction for an estimated cost of \$2,005.00. A popular children's collection will be moved into the Archi Room on carts to be available to patrons.

E. Elf Report:

Deanne reported that the Elfs will gift wrap at Border's on Thursday December 16th, Friday the 17th and Saturday the 18th.

F. Finance

Motion by Emily Gates, seconded by JoAnn Nabe to approve the prepaid bills in the amount of \$55,277.71.

Roll call:

Fornof – yes

Gates – yes

Nabe – yes
Powell – yes
LaRose – yes
Motion carried.

Motion by Emly Gates, seconded by JoAnn Nabe to approve the bills to the City Clerk in the amount of \$25,112.18.

Roll call:
Fornof – yes
Gates – yes
Nabe – yes
Powell – yes
LaRose – yes
Motion carried.

G. Lewis & Clark Report:

JoAnn Nabe reported that LCLS received the balance of funds for 2010 from the State Library. The next System merger meeting will be held at Lincoln Trails Library System. The delivery Committee has reported that the delivery schedule will be figured by volume. A proposal will be made for outside contractors to bid on delivery services.

Leslie Bednar has been named Executive Director of LCLS. LCLS will go back to a 40 hour work week. Betsy Mahoney is a new Board member at LCLS.

Deanne thanked JoAnn for her dedication and time that she has devoted to committee work and attending the System merger meetings. Her efforts are greatly appreciated.

H. Librarian-Director's Report:

There will be no Board meeting in December unless needed. The Board will respond to the bills by email. Deanne noted that Personnel and Finance Committee meetings in January would be scheduled prior to the regular Board meeting on Wednesday, January 26th.

Public Works Department Director Tim Harr spoke with Deanne about the City parking lot west of the Library building. He asked to confer with her on the planning of the project and green space, when the budget permits the project to begin.

I. Unfinished Business:

None.

J. New Business:

None.

K. Adjournment:

The meeting was adjourned by President LaRose at 8:50 p.m.