Freeburg Area Library District Board of Trustees Meeting

November 24, 2015

Regular Board Meeting called to order at \_\_7\_p.m. by President Vicki Helms.

Roll Call; Dora Becker\_\_P\_\_, Tracey Drennen-Alexander\_\_P\_\_, Terry Groth\_\_P\_\_.

Vicki Helms\_\_P\_, Heather Humphries\_\_P\_\_, Ron Stellhorn\_\_P\_\_, Holly Zipfel\_\_P\_\_.

\_\_7\_\_ Present.\_\_0\_\_ Absent. Director Kristin Green was present.

**Recognition of Visitors and Comments from the Public.**

No visitors present at this time

**Minutes from, October 27, 2015 were reviewed.**

Motion made by Dora Becker to accept the minutes as presented, Seconded by Tracey Drennen-Alexander. Vote; 7 Ayes, No Nays. Motion carried.

**Treasurer’s Report:** The report was reviewed with no additions or corrections. Placed on file for audit.

**Monthly Bills:** Motion by Terry Groth to approve the payment of all bills as presented, Seconded by Tracey Drennen-Alexander. RollCall: Dora Becker\_\_A\_\_ , Tracey Drennen-Alexander\_\_A\_\_, Terry Groth\_\_\_A\_\_, Vicki Helms\_\_A\_\_\_, Heather Humphries\_\_\_A\_, RonStellhorn\_\_A\_\_, Holly Zipfel\_\_A\_\_. \_\_7\_\_Ayes, \_\_0\_\_Nays, \_\_\_\_. Motion Carried.

**Director’s and Youth Services Reports:** The written reports were presented: A written report was presented by Director Kristin Green. See attached Director’s Report.

**Youth Services Report:** See attached report by Karen Voelker, Youth Services Coordinator

**Correspondence: None**

**Unfinished Business:** No unfinished business.

**New Business:**

**1. Per Capita Grant Requirement; Review Chapter 5 Technology” of Serving Our Public 3.0 Standards of Illinois Public Libraries, 2014.**

 Copies were distributed to each board member. All board members must read to fulfill requirement.

**2. Approval needed for Ordinance 2015-9 ‘Tax Levy’ for Fiscal Year 2015-2016.**

Motion made by Dora Becker to read and adopt by title only for passage of Ordinance 2015-9 “Tax Levy” for Fiscal Year 2015-2016. Seconded by Tracey Drennen-Alexander.

 Roll Call: Dora Becker\_\_A\_\_, Tracey Drennen-Alexander\_\_A\_\_, Terry Groth\_\_A\_\_,

 Vicki Helms\_\_A\_\_, Heather Humphries\_\_A\_\_, Ron Stellhorn\_\_A\_\_, Holly Zipfel\_\_\_A\_\_\_. \_\_\_7\_\_\_Ayes\_\_0\_\_\_ Nays. Motion carried.

**3. Freeburg Fire Inspection - Installing Power Pole & Computer Center.**

 2015-10-28. Freeburg Fire Department completed the yearly fire inspection. Two issues need to be addressed. The first issue is an emergency exit light that is not functioning in the meeting room. The second issue is the third circulation desk computer is using an extension cord for permanent wiring. Discussion followed.

Motion made by Tracey Drennen-Alexander to install power pole and purchase 4 tables and 6 chairs for Computer Center. Not to exceed $4,000.00 and payable from the Bea Fries Estate Fund. Seconded by Dora Becker.

 Roll Call: Dora Becker\_\_A\_, Tracey Drennen-Alexander\_\_A\_, Terry Groth\_\_A\_\_,

 Vicki Helms\_A\_, Heather Humphries\_\_A\_, Ron Stellhorn\_\_A\_, Holly Zipfel\_A\_\_\_.

 \_\_\_7\_\_Ayes\_\_\_0\_\_ Nays. Motion Carried.

**4. Holidays - Hours of Operation, Staff Gifts & Holiday Party.**

 Motion made by Terry Groth for December 26, 2015 Library to be closed. December 31, 2015 the Library hours will be 9 a.m. - 1 p.m. Staff Gift Cards will be $25.00 Seconded by Tracey Drennen-Alexander. Roll Call: Dora Becker\_\_A\_, Tracey Drennen-Alexander\_A\_\_, Terry Groth\_\_A\_, Vicki Helms\_\_A\_\_, Heather Humphries\_\_A\_, Ron Stellhorn\_\_A\_, Holly Zipfel\_\_A\_\_\_. \_\_7\_Ayes\_\_\_0\_\_ Nays. Motion Carried.

 It was announced the Library Party will be 6 p.m, December 11, 2015 at Bella Milano in O’Fallon for all Library board members and staff.

**Next Board meeting will be at 7: p.m. on Tuesday December 22, 2015**

**Terry Groth Moved to adjourn the meeting at 7:40 p.m.** Seconded by Dora Becker

Vote: \_\_\_7\_\_Ayes\_\_\_0\_\_ Nays. Motion Carried.

Respectfully submitted,

Hollace “Holly” Zipfel

Secretary

**Following the completion of the regular Library Board meeting a 10 minute mandatory training session for all board members was held. “What It Means to Be a Trustee”.** Those in attendance were Dora Becker, Tracey Drennen-Alexander, Terry Groth, Vicki Helms, Heather Humphries, Ron Stellhorn, Holly Zipfel and Kristin Green.