Freeburg Area Library District Board of Trustees Meeting

March 28, 2017

**Regular Board Meeting** called to order at \_\_\_7:00\_\_\_ p.m. by President Vicki Helms.

Roll Call; Dora Becker \_P\_\_, Tracey Drennen-Alexander \_P\_\_, Terry Groth \_P Left at 7:28 p.m.\_. Vicki Helms \_P\_, Heather Humphries \_Arrived at 7:15 p.m., Ron Stellhorn \_\_P\_\_, Holly Zipfel \_P\_\_.\_\_6\_ Present.\_1\_ Absent. Director Kristin Green was present.

**Recognition of Visitors and Comments from the Public**. No visitors present

**Minutes from February 28, 2017 were reviewed.**

Motion made by ­­­Terry Groth to accept the February 28, 2017 minutes as presented, Seconded by Tracey Drennen-Alexander. Vote; \_\_6\_A, \_0\_ Nays, \_\_1\_Absent. Motion carried

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

**Monthly Bills:** Motion made by Dora Becker to approve the payment of all bills totaling, $ 3,335.23. Seconded by Tracey Drennen-Alexander. Roll Call: Dora Becker \_A\_ Tracey Drennen-Alexander \_A\_, Terry Groth A, Vicki Helms\_\_A\_\_\_ , Heather Humphries Absent, Ron Stellhorn \_\_A\_\_\_\_, Holly Zipfel \_\_A\_\_. \_6\_Ayes, \_\_0\_\_Nays, \_\_\_1\_\_\_Absent Motion Carried.

**Director’s and Youth Services Reports:**  Director’s report by Director Kristin Green. Accepted as presented. See attached Director’s report

**Youth Services Report:** WrittenReport by Karen Voelker, Youth Services Coordinator, accepted as submitted. See attached Coordinator’s Report

**Correspondence:** 1. From the St. Clair County Bar Association inviting the board to

The 2017 Law Day Breakfast on April 28, 2017 at 4204 Canning

Banquet Center.

2. Freeburg Woman’s Club inviting the board to the 100th

Anniversary of the GFWC Freeburg Woman’s Club on Sunday

May 7, 2017. Open House from 2-4 pm here at the Freeburg

Area Library.

**Unfinished Business:**  FYI Ron Stellhorn updated board on two projects. New flag

from the Freeburg American Legion has been received and will

go up soon. The commemorative stones for benches will be set

in the ground as soon as weather permits.

**New Business:**

**1. Policy Review**

**#19 Obtaining a Library Card**

**#20 Patron Code of Conduct**

**Discussion:** None expressed

**Motion Made** by Dora Becker to adopt policy “**Obtaining a Library Card“** . Seconded by Tracey Drennen-Alexander. Vote; \_\_6\_\_Ayes, \_\_0\_\_Nays, \_1\_\_Absent. Motion Carried.

**Motion Made** by Dora Becker to adopt policy, “**Patron Code of Conduct”.** Secondedby Tracey Drennen-Alexander. Vote: \_\_6\_\_Ayes, \_\_0\_\_Nays, \_\_1\_\_Absent. Motion Carried

**2. FYI Statement of Economic Interest-Due May 1, 2017**

**3. Electrician Bids:** Went over bids received to date. After discussion it was felt that more information was needed from those placing bids so far.

**Motion made** by Dora Becker to table any decision until next month so more information could be obtained. Seconded by Tracey Drennen-Alexander.

Vote: \_\_6\_\_Ayes, \_\_0\_- Nays, \_\_1\_\_Absent. Motion Carried

4. **2016 Tax Distribution Dates:** See attached list of Tax Distribution Dates received from Charles Suarez, Treasurer, St. Clair County. Funds may be received as early as April or May. 2016 Taxes will be due June 29, 2017 and August 29, 2017.

**5. Meeting Room Cleaning:** Discussion by board to address meeting room not being cleaned and who should be responsible for the cleaning after each group meets. The library pays to have the room cleaned once a month, professionally, for the amount of $30.00. Questions asked:

1. Should there be a deposit paid for each time room is used to cover extra

Cleaning?

**2.** Should there be check list and cleaning materials for those that reserve

the room to clean up after they are finished?

3. Should we increase the professional cleaning to 2 (two) times a month?

**Motion made** by Dora Becker to table any decision until next month so more information could be obtained. Seconded by Tracey Drennen-Alexander.

Vote: \_\_6\_\_Ayes, \_\_0\_- Nays, \_\_1\_\_Absent. Motion Carried

**Board Questions or Concerns:**

**At this time Kristin Green presented Vicki Helms a “Certificate of Appreciation” for her 22 years of service on The Freeburg Area Library Board.**

**Next meeting April 25, 2017**

Dora Becker moved to adjourn the meeting at 8:10 p.m. Seconded by Tracey Drennen-Alexander. Vote:\_\_\_6\_\_Ayes\_\_\_0\_\_Nays, \_\_\_\_1\_\_\_Absent. Motion Carried.

Hollace Zipfel,

Secretary