**Freeburg Area Library District Board of Trustees Meeting**

**November 28, 2017 @ 7:00 p.m.**

**Regular Board Meeting** called to order at 7:00 pm by Tracey Drennen-Alexander.

**Roll Call**: Dora Becker\_P, Tracey Drennen-Alexander \_P,  Terry Groth \_P, Gina Heiligenstein \_P, Heather Humphries \_P, Ron Stellhorn \_P, Holly Zipfel \_P.   Present - 7 , Absent - 0 . Director Kristin Green \_\_P.

**Recognition of Visitors and Comments from the Public**: None

**Minutes from November 24,2017** were reviewed

Motion made by Terry Groth to accept the October 24, 2017 minutes, seconded by holly Zipfel.  Vote: \_7\_Ayes, \_0\_Nays, \_0\_Absent

Motion carried.

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

Tracey Drennen-Alexander and Dora Becker transferred Bea Fries Estate Fund money from Regions Money Market Account to a Savings Account.  This was because the Money Market was charging a $12 fee per month, whereas the Savings Account has no fees.

**Monthly Bills**: Motion made by Dora Becker  to approve the payment of all the bills totaling  $ 7958.31 , seconded by Terry Groth. . Roll Call: Dora Becker  A , Tracey Drennen-Alexander A , Terry Groth \_A\_, Gina Heiligenstein \_A\_, Heather Humphries \_A\_, Ron Stellhorn \_\_A\_, Holly Zipfel \_A\_\_. Vote: \_7\_Ayes, \_0\_Nays, \_0\_ Absent. Motion carried.

**Director’s Report**:  Report by Director Kristin Green. See attached Director’s report.

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

**Correspondence**:

* Ameren sent a letter concerning upcoming improvements to gas and electrical meters in the area.
* Library received a copy of the Program Year 2016 Consolidated Annual Performance Evaluation Report (CAPER) from the St. Clair County Intergovernmental Grants Department.

**Unfinished Business: None**

**New Business**:

**Motion** made by Dora Becker to donate $75 to the Freeburg Fire Department for Santa services to be provided on 12/2/17, seconded by Holly Zipfel . Roll Call: Dora Becker \_A\_, Tracey Drennen-Alexander \_\_A\_, Terry Groth \_A\_, Gina Heiligenstein \_A\_, Heather Humphries \_A\_, Ron Stellhorn \_A\_, and Holly Zipfel \_A\_.    7 - Ayes, 0 - Nays, 0 - Absent. Motion Carried.

1. **Resolution:** Government Travel Expense Resolution 2017-1

**Motion** made by Terry Groth  to accept by title only Government Travel Expense Resolution 2017-1 (A Resolution to Comply with the Government Travel Expense Control Act), seconded by Dora Becker. 7 - Ayes,   0 - Nays, 0 - Absent. Motion Carried.

**2. Ordinance 2017-9 ‘Tax Levy’ for Fiscal Year 2017-2018**

**Motion** made by Dora Becker to accept by title and final passage - **ORDINANCE 2017-9**

**ORDINANCE LEVYING AND ASSESSING PROPERTY TAX FOR FREEBURG AREA LIBRARY DISTRICT OF THE COUNTY OF ST. CLAIR STATE OF ILLINOIS FOR THE FISCAL YEAR BEGINNING THE 1ST DAY OF JULY, 2017 AND ENDING THE 30TH DAY OF JUNE 2018**, seconded by Holly Zipfel . Roll Call: Dora Becker \_A\_, Tracey Drennen-Alexander \_\_A\_, Terry Groth \_A\_, Gina Heiligenstein \_A\_, Heather Humphries \_A\_, Ron Stellhorn \_A\_, and Holly Zipfel \_A\_.   7 - Ayes, 0 - Nays, 0 - Absent. Motion Carried.

**3. Audit Review -**

**Motion** made by Terry Groth to accept the audit as presented, seconded by Holly Zipfel . Roll Call: Dora Becker \_A\_, Tracey Drennen-Alexander \_A\_\_, Terry Groth \_A\_, Gina Heiligenstein \_A\_, Heather Humphries \_A\_, Ron Stellhorn \_A\_, and Holly Zipfel \_A\_.  7 - Ayes, 0 - Nays,

0 - Absent.  Motion Carried.

**4. E-Rate Bids-**

Will be acted on at the December meeting.

**5. Quote to move shelves-**

Bid given by Professional Library Lift Movers from Tinley Park, Il of $7,386.  Bids from any other possible company. Will be acted on at a later date.

**6. Holiday Dinner/Staff Gifts-**

**Motion** made by Dora Becker to schedule a paid holiday dinner at Reifschneider’s on January 6th for the current staff of the Freeburg Area Library and one adult significant other as a guest, seconded by Terry Groth. Roll Call: Dora Becker - A, Tracey Drennen-Alexander - A, Terry Groth - A, Gina Heiligenstein \_A, Heather Humphries \_A\_, Ron Stellhorn \_A, and Holly Zipfel \_A\_.

7 - Ayes,   0 - Nays, 0 - Absent.  Motion Carried.

7.  **Rescheduling of December Board Meeting -**

No need to do so at this time.

8. **Board questions and Concerns:**None

**Adjournment** Holly Zipfel  moved to adjourn the meeting at \_8:23\_ pm, seconded by Heather Humphries. Vote:   7 Ayes, 0 Nays, 0 Absent. Motion carried.