

**MARYVILLE COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
May 8, 2012**

I. Call to Order – Pledge of Allegiance

President Phyllis Coy presided and called the meeting to order at 7:01 p.m.

Members Present

Phyllis Coy – President
Marylee Kicielinski – Vice President
Linda Mauck – Treasurer
Janet Cange
Mary Goodwin
Fran Karanovich

Guests Present

Peggy Pick – Library Director
Ed Kostyshock – Village Liaison

Members Absent

Donna Kocot

II. Approval of April Meeting Minutes

There was a motion by Phyllis Coy and a second by Marylee Kicielinski to accept the April 2012 minutes as presented. Motion passed, and the minutes will be placed on file in the library.

III. Approval of April Financial Reports

There was a motion by Phyllis Coy and a second by Marylee Kicielinski to accept the April 2012 financial report as presented.

Roll call found the following: AYES: Cange, Coy, Goodwin, Karanovich, Kicielinski, Mauck – NAYS: None – ABSENT: Kocot

Motion passed and the report will be placed on file.

IV. Committee Reports- Library Director's Report. Director Pick presented the following report:

1. Director's Report May 8, 2012:

The colorful decorations in the library foyer, hall, and children's room tie into the 2012 summer reading program's theme "Reading is So Delicious!" The summer reading program for Kindergarten through Grade 6 begins on June 7 and runs through July 12. Thank you to the Village for allowing the library to hold summer reading program activities in the community center again this summer.

The library received official notice from the Village of the rent increase, making the monthly rental fee \$700, effective July 1, 2012.

Jacob Rosser has begun landscaping around the library for his Eagle Scout project. Jacob and his team of volunteers will continue the project, adding a concrete pad for benches and pathways to make this seating handicapped accessible. They also plan to install an industrial strength flagpole and add plants around the sign.

The Illinois Heartland Library System, which encompasses four formerly independent library districts, will transition to a new library system automation program in early 2013. We are working with them to make our records as uniform and easy to transfer as possible. Staff training on the new system will begin in the fall.

Collection Development: 70 items were added in April

Library Programs and Activities – These can be found on the library website: maryville.lib.il.us.

They are also included in the news release emails that Sandy sends you. Invite a friend.

5/1 – 6/7		Registration for the Summer Reading Program
6/7 – 7/12		Summer Reading Program
5/15	4:00	Teens @ the Library will discuss The Help by Kathryn Stockett.
5/18	1:00	LARC II will discuss Madame Bovary By Gustave Flaubert
5/22	6:30	Backyard Birds & the Nesting Season Presented by the Audubon Center at Riverlands
5/25	1:00	LARC (Ladies Adult Reading Club) will discuss The Education of Little Tree by Forrest Carter.
Children's Storytime	Saturdays	10:30

A & B Revision of 2012-2013 Budget Due to reduced tax levy funds. There was a motion by Fran Karanovich and a second by Mary Goodwin to accept the budget modifications as presented by Library Director, Peggy Pick. Roll call found the following: AYES: Cange, Coy, Goodwin, Karanovich, Kicielinski, Mauck – NAYS: None – ABSENT: Kocot

C. 2013-2014 Budget Peggy stated that the 2013-2014 budget will be tight and that she recommends that we hold a TIT in September to reduce the possibility that we would miss out on receiving all of the tax dollars that we can at the 1.5% tax levy rate.

D. Library Rent The Village of Maryville raised the library rent rate effective on July 1, 2012 from \$600 to \$700 per month.

There was a motion by Fran Karanovich and a second by Mary Goodwin to accept the Directors Report as presented. Ayes all Nays None Absent Kocot Motion passed

V. New Business

1. Meeting Date and Time Ordinance 2011-2012-003 There was a motion by Fran Karanovich and a second by Marylee Kicielinski to retain the meeting date and time as the second Tuesday of the month at 7pm. Ayes all Nays None Absent Kocot Motion passed

2. Appoint Library Attorney Ordinance Number 2011-2012-004 There was a motion by Marylee Kicielinski and a second by Janet Cange to again retain the services of Phillip B Lenzini of Cavanaugh, Scully, Sutto, White and Fredrick as the library's attorney. Ayes all Nays None Absent Kocot Motion passed

3. A Drug Free Workplace Act Ordinance 2011-2012-005 There was a motion by Fran Karanovich and a second by Phyllis Coy to approve the passage of A Drug Free Workplace Act Ordinance. Ayes all Nays None Absent Kocot Motion passed

4. Appoint AdHoc Committee to Review Secretary's Minutes Ordinance 2011-2012-006 There was a motion by Mary Goodwin and a second by Marylee Kicielinski to pass the AdHoc Committee to Review Secretary's Minutes Ordinance 2011-2012 -006. Ayes all Nays None Absent Kocot Motion passed. President Coy asked the Maryville Community Library District Board of Trustees for a motion to appoint an Ad Hoc Committee to audit the Secretary's minutes consisting of the following trustees: Janet Cange, Mary Goodwin and Fran Karanovich Ayes all Nays None Absent Kocot Motion passed. Peggy requested that the minutes review be completed by August 15th every year

5. Outstanding Obligations and Continuing Contracts Ordinance 2011-2012-007 There was a motion by Fran Karanovich and a second by Marylee Kicielinski to approve the passage of the Outstanding Obligations and Continuing Contracts Ordinance AYES: Cange, Coy, Goodwin, Karanovich, Kicielinski, Mauck – NAYS: None – ABSENT: Kocot

6. Prevailing Wage Ordinance 2011-2012-008 There was a motion by Fran Karanovich and a second by Phyllis Coy to approve the passage of the Prevailing Wage Ordinance. AYES: Cange, Coy, Goodwin, Karanovich, Kicielinski, Mauck – NAYS: None ABSENT: Kocot

7. There a motion by Mary Goodwin and a second by Phyllis Coy to approve the draft tentative budget for 2013-2014. AYES: Cange, Coy, Goodwin, Karanovich, Kicielinski, Mauck – NAYS: None – ABSENT: Kocot

Phyllis requested that we all review the Annual Library Responsibility list prior to the June meeting and advise her of any corrections or changes

VI. Other Business Maryville Library Expansion Committee Report

Fran reported that Bond Wolfe was selected by the Maryville Library Expansion Committee as the Architect. There was a motion made by Fran Karanovich and a second by Mary Goodwin to accept Bond Wolfe as the architect pending contract negotiations. The contract will be a standard contract for Civic work. Ayes all Nays None Absent Kocot Motion passed.

Ed Kostyshock – Village Liaison said that Fran and the committee have done an excellent job.

Fran said that between now and September that the committee of 13 will shrink. The architect will be working on a drawing that will be submitted to the Village Board of Trustees in October with approval at the very latest by December by the Village.

VII. Unfinished Business

1. New Board Member – It is the understanding that Donna Kocot will be resigning her Trustee position due to health reasons. Phyllis will contact her and confirm this and obtain a letter of resignation. A discussion was held regarding a candidate by the name of Toni Barz. Fran, Mary and Peggy all agreed that Toni would be a great asset to the BOT. Phyllis will invite Toni to the June Meeting and we can appoint her to the BOT in July. Phyllis will also investigate what needs to be done to swear in a new board member in the absence of having a BOT secretary.
2. Discussion regarding the position of BOT secretary. One suggestion was that there is a possibility that someone from the library staff might want to do this for extra pay. It was pointed out that this option could create a shortage in library staff. Peggy asked this topic be moved to unfinished business. Linda Mauck said that she would be willing to be the Secretary if someone else would be the Treasurer. No one wants to be the Treasurer so for the interim, Linda will continue to do both jobs. Linda stated that she was placing all of the ordinances on a computer disc. One disc will be for the new Secretary and one to be retained at the library.

XI. Next Meeting June 12, 2012 at 7:00 p.m. at the library.

XII. Adjournment

There was a motion by Linda Mauck and a second by Fran Karanovich to adjourn the meeting. Motion passed and the meeting adjourned at 8:42 p.m.

Linda Mauck
Acting Secretary