

**MARYVILLE COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
September 11, 2012**

I. Call to Order – Pledge of Allegiance – Roll Call

President Phyllis Coy called the meeting to order at 7:00 p.m.

Members Present

Phyllis Coy – President
Linda Mauck – Treasurer
& Acting Interim Secretary
Toni Barz
Mary Goodwin
Fran Karanovich
Janet Cange

Members Absent

Marylee Kicielinski -
Vice President

Guests

Peggy Pick – Library Director
Tom Keck
Kathy Kunz

II. Approval of August BOT Meeting Minutes

There was a motion by Phyllis Coy and a second by Mary Goodwin to accept the August 14, 2012 minutes as presented. Motion passed, and the minutes will be placed on file at the library.

III. Approval of the August Financial Reports/Vote

There was a motion by Phyllis Coy and a second by Fran Karanovich to approve the August financial reports as presented.

Roll call:

AYES: Coy, Mauck, Goodwin, Cange, Karanovich, Barz

NAYS: None ABSENT: Kicielinski

Motion passed, and the reports will be placed on file at the library.

IV. Committee Reports

1. Finance Committee Report/Vote

a. TIT Hearing Discussion

No further discussion on the hearing. Mr. Keck was thanked for attending.

b. 2013-2014 Budget Hearing Discussion

No further discussion on the hearing.

c. Approve hiring of new MCLD Bookkeeper Discussion/Vote

Linda Mauck and Peggy Pick met with the new bookkeeper candidate, Tami Roderick, who was recommended by current bookkeeper, Pat O’Connell. Ms. O’Connell will provide the necessary time to train Ms. Roderick. There was a motion by Fran Karanovich and a second by Phyllis Coy that the Board hire Tami Roderick of Vision Accounting as the new Library bookkeeper at a rate of \$30/hour.

Roll call:

AYES: Coy, Mauck, Goodwin, Cange, Karanovich, Barz

NAYS: None ABSENT: Kicielinski

The motion passed.

2. Library Director's Report/Vote

September is Library Card Sign-Up Month

To promote the library, staff members will set up a table and hand out flyers, glow bracelets, bookmarks, and magnets at the movie in the park on September 21. The movies in the park are family events so this is a good opportunity to connect with the community. We hope there will be good turnout for the movie, Kung Fu Panda 2: the Kaboom of Doom.

The Illinois State Library has not yet supplied the software program for submitting the library's annual report. I will submit our report as soon as the vendor supplies the software.

I anticipate no problems in submitting the Per Capita Grant application by the deadline of October 15.

With the help of Sharon Petty of the Maryville Park District Committee, the library is working to get a Bocce Ball set ready for library patrons to check out for use at the Bocce Court in Drost Park. This recreation equipment will have a library bar code, and will have check out rules similar to those for the fishing poles provided by the Illinois Department of Natural Resources.

The Village will have electronic waste drop-off on September 29 at Village Hall. More details on the Village's website <<http://www.vil.maryville.il.us/>>

Collection Development: 114 items were added in July
Patron Statistics – attached.

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.**

9/14	1:00	LARC II will discuss Empire by Gore Vidal
9/28	1:00	LARC (Ladies Adult Reading Club) will discuss Memoirs of a Geisha by Arthur Golden
9/29	1:00	Teens @ the Library will discuss Miss Peregrine's Home for Peculiar Children by Ransom Riggs

Children's Storytime Saturdays 10:30

The fall session for Preschool Storytime will begin September 20.

There was a motion by Phyllis Coy and second by Linda Mauck to approve the Library Director's Report. Motion carried.

3. President's Report

- a. Phyllis Coy suggested that before voting on the budget and ordinances, the Board of Trustees officially appoint Linda Mauck as acting interim secretary until a permanent

assignment can be made. There was a motion by Phyllis Coy and a second by Mary Goodwin to accept the official appointment of Linda Mauck as acting interim secretary. Motion carried.

b. Resolution to keep paper copies of Closed Session Minutes Discussion/Vote

Phyllis Coy learned that closed session minutes can be destroyed every seven years as long as the minutes are kept on tape. Written notes must be kept in a separate location. Previous closed session minutes have been kept at the secretary's residence. The board decided it is not necessary to open closed session minutes to the public every six months. Closed session minutes will be kept in a safety deposit box.

There was motion by Fran Karanovich and second by Phyllis Cox to keep all electronic copies of closed session minutes in a safety deposit box at Regions Bank. Motion carried.

V. New Business

1. Discussion/Vote MCLD Ordinance NO 2012-2013-001

Combined Annual Budget and Appropriation Ordinance of the Maryville Community Library District for the Fiscal Year Commencing July 1, 2013 and Closing June 30, 2014.

No discussion. There was a motion by Phyllis Coy and a second by Janet Cange to approve MCLD Ordinance NO 2012-2013-001.

Roll call:

AYES: Coy, Mauck, Goodwin, Cange, Karanovich, Barz

NAYS: None ABSENT: Kicielinski

The motion passed.

2. Discussion/Vote MCLD Ordinance NO 2012-2013-002

An Ordinance for the Assessment Levy and Collection of Taxes within the Corporate Limits of the Maryville Community Library District, Madison County, Illinois, for the Fiscal Year beginning July 1, 2013 and closing June 30, 2014.

No discussion. There was a motion by Fran Karanovich and a second by Phyllis Coy to approve MCLD Ordinance NO 2012-2013-002.

Roll call:

AYES: Coy, Mauck, Goodwin, Cange, Karanovich, Barz

NAYS: None ABSENT: Kicielinski

The motion passed.

3. Acceptance of Resignation of Trustee Mary Goodwin effective 9/11/12/Vote

Phyllis Coy read Mary Goodwin's letter of resignation from the MCLB. Mary was thanked for her participation and presented with a plaque. There was a motion by Phyllis Coy and a second by Linda Mauck to accept the resignation of Mary Goodwin. The motion passed.

4. Approval of New Trustee Kathy Kunz Discussion/Vote

Phyllis Coy introduced new Trustee nominee Kathy Kunz.

There was a motion by Fran Karanovich and a second by Toni Barz to approve the appointment of Kathy Kunz to the Maryville Community Library Board of Trustees. The motion passed.

5. Swearing in of New Trustee by Interim Secretary Linda Mauck

Linda Mauck performed the swearing in of Kathy Kunz. Phyllis Coy stated that four members of the BOT will be on the ballot for re-election on April 9, 2013 (Toni Barz, Kathy Kunz, Phyllis Coy and Fran Karanovich). September 25 is the first day to circulate petitions and December 17 is the filing deadline. Phyllis Coy will email the website information to everyone.

VI. Other Business

1. Maryville Library Expansion Committee Report Discussion/Vote

Fran Karanovich provided an update. Doug Sitton, Ed Kostyshock, the Mayor, Peggy Pick and Fran Karanovich met two weeks ago to discuss the Village Board of Trustees' vote of confidence and support for building a new library facility on the north side of the green space in front of the Village complex on Rt. 159. The Village trustees will work with the State to determine if the State would give title of the property to the Village so the Village could give it to the Library or if the State would authorize the Village to give the Library a long term lease. Fran contacted the Mayor to check on the progress. The Mayor has contacted State Representative Kay and will meet with State Senator Haine within the next few weeks. After determining which method of transfer is the most expedient, the Village will direct their attorneys to prepare the paperwork. Fran Karanovich restated that while things are going slowly, every decision is an incremental step forward.

VII. Unfinished Business

1. Closed Session Minutes Review by Adhoc Committee Discussion

- a. Discussed earlier. Linda Mauck stated that she copied all the minutes on CDs and will put them in the safety deposit box.

- b. Phyllis Coy suggested not having a December BOT, and will add this topic to the October agenda. She asked everyone to review the responsibilities calendar and make sure all items are completed by the November meeting.

VIII. Next Board of Trustees Meeting

The next meeting will be held on Tuesday, October 9, 2012 at 7:00 p.m. at the library.

IX. Adjournment

There was a motion by Janet Cange and a second by Phyllis Coy to adjourn the meeting. Motion passed and the meeting adjourned at 7:39 p.m.