

**MARYVILLE COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
JUNE 10, 2014**

I. Pledge of Allegiance – Roll Call

President Marylee Kicielinski called the meeting to order at 7:02 p.m.

Members Present

Marylee Kicielinski – President
Kathy Kunz – Vice President
Linda Mauck – Treasurer
Toni Barz – Secretary
Diane Evans
Fran Karanovich
Roger Shoup

Guests

Peggy Pick – Library Director
Ed Kostyshock
Donna Kocot
Diane Semanisin

II. Public Comment

There was no public comment.

III. Approval of May 2014 MCLD BOT Meeting Minutes

There was a motion by Linda Mauck and a second by Roger Shoup to accept the May 2014 meeting minutes. The motion was passed and the minutes will be placed on file at the library.

IV. Approval of May 2014 Financial Reports/Vote

A. Approve 2015/2016 Budget

There was a motion by Kathy Kunz and a second by Diane Evans to approve the 2015/2016 Budget as presented. Roll call:

AYES: Barz, Evans, Karanovich, Kicielinski, Kunz, Mauck, Shoup

NAYS: None ABSENT: None

B. Approve Financial Reports

Linda Mauck discussed the apparent loss in the Library's investment interest shown on the Statement of Revenues and Expenditures. Timothy Roach of Raymond James explained in an email that nothing has been lost; the statement reflects fluctuations due to the interest rate market.

There was a motion by Roger Shoup and a second by Diane Evans to accept the May 2014 financial reports. Roll call:

AYES: Barz, Evans, Karanovich, Kicielinski, Kunz, Mauck, Shoup

NAYS: None ABSENT: None

C. Ordinance Number 2013-2014-013, Prevailing Wage/Discuss and Vote

The Board reviewed the Prevailing Wage Ordinance. There was a motion by Linda Mauck and a second by Roger Shoup to adopt the ordinance. Roll call:

AYES: Barz, Evans, Karanovich, Kicielinski, Kunz, Mauck, Shoup

NAYS: None ABSENT: None

D. New Auditor, Bob Boyco, is assigned for our library

Donohoo McCalley & Associates, the Library's auditing firm, has assigned Bob Boyco as our auditor to replace Ron Karns.

E. 2013 Tax Dollars Begin Distribution in June

Linda Mauck reported that the Library would begin to receive tax dollars from 2013 as early as June 2014.

F. Money Market Account with Shell Credit Union/Vote

Linda Mauck discussed the benefits of creating a money market account for the Library at Shell Credit Union.

There was a motion by Fran Karanovich and a second by Kathy Kunz to open a money market account at Shell Credit Union in Maryville. Roll call:

AYES: Barz, Evans, Karanovich, Kicielinski, Kunz, Mauck, Shoup

NAYS: None ABSENT: None

V. Reports

A. Library Director's Report/Vote

Scrapbook

Library volunteers have been keeping a scrapbook archive of library news clippings, program flyers, etc . We wanted to document library activities to show how the library has been serving the community and how use has grown since its inception.

Directors' Meeting – The area directors' secret shopper program to evaluate area libraries will begin soon. Library staff will visit libraries in other communities and assess the service they receive . They will also evaluate the general appearance of the library, layout, etc. and make suggestions.

Landscaping

The area around the library sign is weedy and unkempt. We'd like to purchase some low maintenance ground cover to be planted there .

Advertising for New Position

I placed job opening announcements on the Exchange List-serve for IHLS, and in the Job Listings section of the Troy Chamber of Commerce web page, the IHLS web page, the SIUE web page, and the SWIC web page. I hope to begin interviewing soon.

Summer Reading Program – The 2014 summer reading program, **Paws to Read**, was off to a successful start on June 4 with the Pet Parade in Drost Park. There are currently 104 children enrolled in the program, and registration is ongoing. The program will continue through July 2 . In accordance with the program theme, the library staff is also collecting donations for area animal shelters. Donors will receive a paw print bracelet for donations of \$1 or more.

3M Cloud Library eRead Illinois

There is a new collection of eBooks for our patrons. Go to the library's webpage, select the **Downloadable Books and Audio Books** button and then select **3M Cloud Library**. There is

a 3M Cloud Library App to download and instructions on how to check out eBooks from this collection. <http://www.maryville.lib.il.us/downloadable-books-and-audio-books.html>
When you get to the 3MCloud App page, select **Illinois Heartland Library System** as your library. <http://3m-ssd.implex.net/cloudapps/>
<http://ebook.3m.com/library/illinoisheartland/>

Collection Development: 48 items were added in May

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.**

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| June 4 - July 2 | | Summer Reading Program (PAWS TO READ), Wednesdays 10:30 |
| 6/6 & 6/7 | 9-4 | Commemoration of the 70th Anniversary of D-Day with WWII re-enactors |
| 6/7 | 1-4 | Local author book signing Charles Schwend, author of Gulag #7: The Authorized Biography of Karl Heinz Lawrenz who survived imprisonment in a Siberian Gulag during WWII) |
| 6/13 | 1:00 | LARC II will discuss The Story of Charlotte's Web: E. B. White's Eccentric Life in Nature and the Birth of an American Classic by Michael Sims |
| 6/27 | 1:00 | LARC (Ladies Adult Reading Club) will discuss Death on the River Walk by Carolyn Hart |
| 6/28 | 2:00 | Teens @ the Library will discuss Beauty Queens by Libba Bray |
| Children's Storytime | | Saturdays 10:30 |
| Preschool Storytime | | Wednesdays 10:30 Will resume in the fall |

National Library Week 2014

Maryville Community Library Survey Results
87 surveys completed

Reasons for visiting library:

Get library card: 12
Check out materials: 72
Program: 9

Research: 2
Return items: 6
Computer/wireless: 7
Other –browse, request items, homework: 4

Category mentioned in comments about the library: (open-ended question)

Friendly staff: 14
Convenience: 3
Programs – storytime, book clubs, etc. : 4
Materials & resources: 6
Online selections and downloadable materials: 2
Like that we have a library: 5
Love the library: 24
Helpful, knowledgeable staff: 16
Wonderful/fantastic staff: 20

Patron Comments from Survey:

1. A wonderful little library. The staff is fantastic, They brought back my love of reading when I thought I was too busy.
2. Everyone here is so kind and fun. Love coming here.
3. Everyone is friendly and helpful.
4. Everyone is very friendly & helpful.
5. Excellent Staff!!
6. Fantastic! Couldn't be more helpful.
7. Friendly & informative staff
8. Friendly and helpful.
9. Friendly –helpful staff!
10. Friendly staff very friendly & helpful.
11. Friendly staff.
12. Great employees.
13. Great service.
14. Great/friendly/helpful
15. Helpful staff. Had equipment I needed.
16. I go there as much as I grocery shop because both are essential to my body and soul . Staff is sparkling and so helpful.
17. I love it!
18. I love the library. The staff is wonderful. Thank you for the Maryville Library!
19. I love the people and my library
20. I love this library. The help is great. I enjoy coming to the library very much. They get me every book or movie I ask for.
21. I think the environment is pleasant and the staff is very helpful.
22. It's great! We love it! Excellent family.
23. Looked at book sale. Also get good books here & also movie rentals.
24. Love it and people are fabulous
25. Love it here!
26. Love it!
27. Love it! friendly staff! New material.

28. Love it!!
29. Love that all of our librarians know us and are sincerely interested and helpful. We really enjoy the children's programs, especially preschool story time with Miss Heather and summer reading programs.
30. Love the convenience.
31. Love the library and the wonderful people that work there.
32. Love the Maryville Library!
33. Love this place!
34. Maryville Library and staff are wonderful and a great asset to the community. Everyone is kind and helpful!
35. Maryville Library staff are fantastic, friendly, and helpful.
36. My daughter & I love the preschool storytime at this library. Miss Heather does a wonderful job with the kids!
37. Nice
38. Nice place – needs to be bigger.
39. Staff is great!
40. The staff are very personable and helpful and know you by name.
41. The staff is always very helpful and friendly.
42. This is our first time at Maryville. The staff was very helpful in locating book for us.
43. Very organized, central location. High marks!
44. We just love our Maryville Library! The librarians are absolutely the best . They are so helpful and friendly. We always feel so welcome here and my kids look so forward to coming here.
45. We love the library.
46. We love the library. The librarians are the best! Rebecca keeps me up to date with the latest, best books & movies. I love the access to any form of media I could possibly think of. We love our library. Miss Heather et al do a great job on the summer reading program. Carolyn & Joe always get my books checked out quickly. Maryville Library is the best.
47. We love the Maryville Library, their programs & events and especially the staff! We are so blessed to have this & really appreciate all they do.
48. Wonderful friendly community meeting place.
49. Wonderful library, staff is great!

There was a motion by Fran Karanovich and a second by Linda Mauck to accept the Library Director's report. Motion carried.

VI. New Business

A. Election of Officers

1. President

There was a motion by Linda Mauck and a second by Roger Shoup to nominate Marylee Kicielinski to the office of President of the Board of Trustees of the Maryville Community Library. Roll call:

AYES: Barz, Evans, Karanovich, Kicielinski, Kunz, Mauck, Shoup

NAYS: None ABSENT: None

Motion passed and Marylee Kicielinski was congratulated as the President of the Board of Trustees.

2. Vice President

There was a motion by Linda Mauck and a second by Marylee Kicielinski to nominate Kathy Kunz to the office of Vice President of the Board of Trustees of the Maryville Community Library. Roll call:

AYES: Barz, Evans, Karanovich, Kicielinski, Kunz, Mauck, Shoup

NAYS: None ABSENT: None

Motion passed and Kathy Kunz was congratulated as the Vice President of the Board of Trustees.

3. Secretary

There was a motion by Linda Mauck and a second by Kathy Kunz to nominate Toni Barz to the office of Secretary of the Board of Trustees of the Maryville Community Library.

Roll call:

AYES: Barz, Evans, Karanovich, Kicielinski, Kunz, Mauck, Shoup

NAYS: None ABSENT: None

Motion passed and Toni Barz was congratulated as the Secretary of the Board of Trustees.

4. Treasurer

There was a motion by Toni Barz and a second by Marylee Kicielinski to nominate Linda Mauck to the office of Treasurer of the Board of Trustees of the Maryville Community Library. Roll call:

AYES: Barz, Evans, Karanovich, Kicielinski, Kunz, Mauck, Shoup

NAYS: None ABSENT: None

Motion passed and Linda Mauck was congratulated as the Treasurer of the Board of Trustees.

B. Review Annual Responsibility List Updated on May 25, 2014 by Linda Mauck

Linda Mauck discussed modifications to the Annual Responsibility List for members of the Board of Trustees. These changes follow recommendations made recently by the Library's attorney, Phil Lenzini.

There was a motion by Fran Karanovich and a second by Toni Barz to modify the Annual Responsibility List as presented by Linda Mauck. The motion was passed.

C. B&A Notice was published stating that our B&A Hearing is at 6:30, July 15, 2014 and the proposed budget is posted at the library

The notice of the Budget and Appropriations Hearing was published in the *Troy Times Tribune* on May 29, 2014.

D. Responsible Bidder Agreement and PLA (Project Labor Agreement)

Discussion on the Responsible Bidder Agreement and the Project Labor Agreement was tabled.

VII. Other Business

A. Maryville Library Expansion Committee Report. Discussion

1. Discussion of any progress regarding potential building sites for new library

The board discussed options for the construction of a new library building.

Ed Kostyshock, Village Board of Trustees Liaison, reported no change of position in the Village's refusal to transfer the property adjacent to Village Hall to the Maryville Community Library District via a quit claim deed with a reverter clause that would return the property, including all structures on that property, to the Village, in the event that the MCLD should cease to function as a library.

Marylee Kicielinski again requested gravel for the Library's parking lot, explaining that the parking lot is very muddy in rainy weather, which causes patrons to track mud through the library.

Peggy Pick expressed concern about maintenance of the Library's landscaping. Ed Kostyshock said that he would ensure that the front beds and the area around the Library's sign were weeded. Peggy Pick requested mulch for the bed around the Library's sign.

VIII. Unfinished Business

A. Thank You Letter to Jan Cange

Marylee Kicielinski reported that the letter to Jan Cange has been completed and will be mailed soon.

IX. Next Board of Trustees Meeting

The next meeting will be held on Tuesday, July 15, 2014 at 7 p.m.

X. Budget and Appropriations Hearing on Tuesday, July 15, 2014 at 6:30 p.m.

XI. Adjournment

There was a motion by Kathy Kunz and a second by Toni Barz to adjourn the meeting. Motion passed and the meeting adjourned at 8:16 p.m.