

DANVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES

President Linda Bolton called the monthly meeting of the Danville Public Library Board of Trustees to order at 4:01 p.m., Tuesday, April 17, 2018, in the second floor Conference Room of the Danville Public Library.

Members Present

Jane Andrews
Linda Bolton
Martha Espino
Jim Knoblauch
Jim Kouzmanoff
Cindy Parr-Barrett
Anne Sacheli
George Vrentas

Members Absent

Melissa Rome

Staff Present

Theresa Tyner/Director
Jennifer Lee/Asst.Dir.
Suzie Smith/Bus. Mgr.

Others

Bill Satterwhite/Emeritus

Secretary's Report

Motion to approve the Secretary's Report of March 20, 2018 as presented:

Jim Kouzmanoff

Second by

Martha Espino

Motion carried.

Treasurer's Report and Invoices

Motion to approve the March Treasurer's Report as presented:

Jim Knoblauch Jane Andrews-yes Martha Espino-yes Jim Knoblauch-yes

Second by Jim Kouzmanoff-yes Cindy Parr-Barrett-yes Anne Sacheli-yes

Jim Kouzmanoff George Vrentas-yes

Motion to approve the Invoices as presented:

Jane Andrews Jane Andrews-yes Martha Espino-yes Jim Knoblauch-yes

Second by Jim Kouzmanoff-yes Cindy Parr-Barrett-yes Anne Sacheli-yes

Jim Knoblauch George Vrentas-yes

Director's and Personnel Reports - Included with the Director's Report are highlights from monthly reports submitted by the department managers on the activities of their departments in March.

Committee Reports

Finance Committee – The Finance Committee had two action items to present, both of which were approved:

That the library employees receive increases effective May 1, 2018, under the following guidelines:

1. Employees, including the Library Director, who have completed at least six months of satisfactory employment at the library, will receive a 2% increase.
2. Employees who have completed six months of satisfactory employment at the library but who have received an increase this calendar year will not receive an additional increase this fiscal year.
3. Employees who have completed less than six months of satisfactory employment at the library will receive an increase upon completing six months of satisfactory employment at the library.

Motion to approve:

Jim Knoblauch	Jane Andrews-yes	Martha Espino-yes	Jim Knoblauch-yes
Second by	Jim Kouzmanoff-yes	Cindy Parr-Barrett-yes	Anne Sacheli-yes
Cindy Parr-Barrett	George Vrentas-yes		

That \$975 in revenues from copier fees be transferred from the General Fund to the Building Fund to be used to pay copier lease payments.

Motion to approve:

Jim Knoblauch	Jane Andrews-yes	Martha Espino-yes	Jim Knoblauch-yes
Second by	Jim Kouzmanoff-yes	Cindy Parr-Barrett-yes	Anne Sacheli-yes
Cindy Parr-Barrett	George Vrentas-yes		

FY2018-2019 budget: The IMRF and FICA funds have excess balances from FY 2017-2018, so a deficit was built into each fund for fiscal year 2018-2019 to use the excess funds. These amounts were adjusted to correct for recent changes in personnel with \$50 added to IMRF and \$609 to FICA. Since the deficit amounts had not been offset within the General Fund, \$14,341 was added to Telecommunications. These changes do not affect the tax levy.

The Finance Committee's next meeting is Tuesday, May 15, 2018, at 3:45 p.m. in the second floor conference room.

Policy Committee – The Policy Committee had no items to present.

The Policy Committee's next meeting is Thursday, May 17 2018, at 4:15 p.m. in the second floor conference room.

Building Committee - The Building Committee had no items to present.

The committee's next meeting is Tuesday, May 8, 2018 at 4:15 p.m. in the second floor conference room.

Technology Committee – The Technology Committee had no action items to present.

Old Business – none.

New Business – The board approved the new meeting schedule for fiscal year 2018-2019.

Motion to approve as presented:

Jane Andrews

Second by

Anne Sacheli

Motion carried.

Closed Session – was not necessary.

There being no further business to come before the Board, President Linda Bolton adjourned the meeting at 4:40 p.m.