

# TALCOTT FREE LIBRARY DISTRICT

Minutes of the Board of Trustees

July 11, 2011

6:45 P.M.

**Present:** Eggers, Herzer, Kovanda, Midgett, Mohring, Zimmerman, Estrada

**Absent:** Butler

President Herzer called the meeting to order.

## Secretary's Report

Zimmerman moved to approve the minutes of the June 6, 2011 regular meeting. Eggers seconded, and the motion was approved unanimously.

## Treasurer's Report

Total Library Funds: \$986,895.87. Mohring moved to accept and approve the Treasurer's report. Zimmerman seconded, and the motion was approved unanimously.

## Librarian's Report

Circulation: 13,194 (Adult-4424; Juvenile-6405; Periodicals-268; Non-Book-562; Video-1535)

Items Processed: 290

New Cards: 101

Total Petty Cash Income: \$6,008.94

Total Paid From Fines: \$113.99

Total Cash Deposit: \$5,894.95

Total Debit Card Deposit: \$356.34

Total Bank Deposit: \$6,251.29

The Board reviewed the monthly statement. Estrada mentioned that Fred Schlipf's fee was listed under contractul services. Mohring moved to accept the report and pay the bills. Midgett seconded, and the motion was approved unanimously.

Estrada reported that the District received the annual amount from the Dairy Haus for rent, insurance and taxes. She also reported that there will be an evening summer reading program and ice cream social on July 21<sup>st</sup> at 7:00 P.M., and that the Library Friends will be taking a trip to Vernon Hills on September 10<sup>th</sup>. Finally, Estrada reported that the Library District does not need to address the issue of Unemployment Insurance Coverage. The District for quite some time has operated under the Benefit Reimbursement Option, and has been submitting the required documents to the State of Illinois.

## Building & Grounds

Mohring reported that Bob Nielsen, a plumber, has been investigating a small leak in the basement of the building, but has been unable to determine its cause.

## Old Business

Kovanda reported on his conversation with Phillip Lenzini, an attorney in Peoria who is knowledgeable regarding library legal issues. Kovanda stated that Mr. Lenzini thought it would be best for the Library District to hire local counsel to negotiate and review the contract with the architects. Mr. Lenzini said that the local counsel was welcome to contact him if a particular issue arose which

required more expertise in the areas of architectural contracts or library law.

New Business

Treasurer Midgett presented various documents regarding the budget, levies and appropriations for the fiscal year commencing July 1, 2011, and ending June 30, 2012. Mohring moved to adopt the tentative budget as contained in Ordinance 2011-1. Zimmerman seconded, and the motion was approved unanimously. Midgett moved to publish the Notice Of Proposed Property Tax Increase For Talcott Free Library District. Mohring seconded, and the motion was approved unanimously. Zimmerman moved to approve Resolution 2011-1 levying an additional tax for equipping the library building, and for the maintenance, repair and alterations of the library building and equipment. Eggers seconded, and the motion was approved unanimously. Midgett moved to publish the Notice Of Public Hearing On Budget And Appropriation Ordinances Of The Talcott Free Library District Winnebago County, Illinois. Mohring seconded, and the motion was approved unanimously.

The Board discussed various aspects of the expansion program with Joseph Huberty and Alexandra Ramsey from Engberg Anderson, Inc. Mr. Huberty stated that they will send to the Library District a letter form of the owner-architect agreement for the Board's review and approval.

The next Board meeting will be Monday, August 1, 2011 at 7:00 P.M.

Mohring moved to adjourn the meeting. Eggers seconded, and the motion was approved unanimously. The meeting was adjourned at 8:50 P.M.

Respectfully submitted,

Gary Kovanda