

MINUTES
Board of Trustees
Edwardsville Public Library

Date: March 27, 2013
Time: 7:05 p.m.
Place: Meeting Room

Call to order and roll call of members:

President LaRose called the meeting to order at 7:05 p.m.

Members present:

Gary Denué
Pete Fornof
Emily Gates
Robert LaRose
JoAnn Nabe
Francie Powell
Sharon Whittaker

Absent:

Kim Harrison
Gloria Zupanci

A. Introduction of guests:

Librarian-Director Deanne W. Holshouser, Assistant-Director Susan Carr

B. Disposition of regular minutes:

Motion by JoAnn Nabe, seconded by Gary Denué to approve the minutes of the Wednesday, February 27th Board meeting.

Motion carried.

C. Communications:

The Library received an email from Judy Meyer, a former graphics design instructor at SIUE, in praise of the work Cary Harvengt has done with flyers advertising the new Polaris system.

The library received a thank you letter from a patron for being able to use the library for a job search, working on his resume, and staying informed of current events while also receiving help and kindness from the staff this past year.

Deanne noted that Board members needed to have their statement of economic interest filed with the County Clerk.

D. Committee Reports:

1) *Personnel*

Wilson Boch is leaving our employ on April 5th and Riley Willoughby will replace him. Wilson has been a great asset and will be missed.

Theresa Sweezey is leaving on April 30th, and Jill Schardt will replace her as Secretary-Bookkeeper. Jill has begun training with Theresa.

Deanne handed out a sample emergency succession plan template she received from the ILA Trustee Workshop.

Deanne will ask Emily Bates, Head of HR for the City of Edwardsville, to come and speak at the Wednesday, April 24th Board meeting about the city's policy on unused sick time compensation.

2) *Building*

The east slope garden has been mulched for the spring.

Kane Mechanical replaced the sprinkler heads in the adult reading room and replaced the stained tiles.

Deanne noted that the air conditioning was turned on in 2012 at this time.

3) *Finance*

Motion by Emily Gates, seconded by Francie Powell to approve the prepaid bills in the amount of \$58,952.88.

Roll call:

Denué – yes

Fornof – yes

Gates – yes

Nabe – yes

Powell – yes

Whittaker – yes

LaRose – yes

Motion carried.

Motion by Emily Gates, seconded by JoAnn Nabe to approve the bills to the City Clerk in the amount of \$36,508.91.

Roll call:

Denué – yes

Fornof – yes

Gates – yes
Nabe – yes
Powell – yes
Whittaker – yes
LaRose – yes
Motion carried.

E. Elf Report:

Sharon reported there was not an Elf Board meeting in March.

F. Illinois Heartland Library System Report:

Deanne reported that she is working on the election committee for IHLS Board members. Board member Gary Denué is running to fill a seat as a Library Trustee.

Deanne reported that she has applied to be on the State Library delivery committee.

G. Librarian-Director's Report:

Deanne discussed points from an ILA Trustee Workshop she attended. Topics covered were how to handle the recorded and written minutes from closed sessions during Board meetings and how to write and post an effective agenda for Board meetings.

The conversion to Polaris is going smoothly. We will be offline next week and go “live” on April 9th which is also Election Day. The Library is serving as a polling place.

H. Unfinished Business:

None

I. New Business:

The Board held an exit interview with Deanne Holshouser, retiring Librarian-Director.

The Board discussed applications for the position of Librarian-Director.

J. Adjournment:

The meeting was adjourned at 10:15 p.m.