

**MINUTES**  
**Board of Trustees**  
**Edwardsville Public Library**

Date: Wednesday, July 26<sup>th</sup>, 2017  
Time: 7:00 pm  
Place: Meeting Room

**A. Call to order and roll call of members:**

Secretary Francie Powell called the meeting to order at 7:00 pm.

Members Present:

Gary Denué  
Kim Harrison  
Chris Lafikes  
JoAnn Nabe  
Francie Powell  
Gloria Zupanci

Members Absent:

Pete Fornof  
Bob LaRose  
Sharon Whittaker

**B. Introduction of guests:**

Librarian-Director, Susan Carr; Assistant Director, Cary Harvengt; Business Accountant, Jill Schardt.

Jill explained the financial reports and answered line-item questions. She also went over the monthly bills.

**Motion** by Kim Harrison, seconded by Gary Denué, to approve the pre-paid bills for the amount of \$77,183.19

**Roll call:**

Gary Denué – yes  
Kim Harrison – yes  
Chris Lafikes – yes  
JoAnn Nabe – yes  
Francie Powell – yes  
Gloria Zupanci – yes

**Motion carried.**

**Motion** by Kim Harrison, seconded by JoAnnNabe, to approve the bills to the City Clerk in the amount of \$62,780.51

**Roll call:**

Gary Denué – yes

Kim Harrison – yes  
Chris Lafikes – yes  
JoAnn Nabe – yes  
Francie Powell – yes  
Gloria Zupanci – yes  
**Motion carried.**

**C. Public Comment**

None.

**D. Disposition of regular minutes:**

**Motion** by JoAnn Nabe, seconded by Gloria Zupanci, to approve the board meeting minutes for Wednesday, June 28<sup>th</sup>, 2017.

**Motion carried.**

**E. Communications:**

The library received two notes from the family of Jennifer Briesacher, a patron who recently passed away. She had been a regular library user with her two children.

Cary received a thank you email to the staff from patron Linda VanDyke, who uses our library and conference room and thinks our staff are a “true asset to the community.”

**F. Committee Reports:**

1) *Building*

Cary reported that Vallow Floor Co. has used a second round of glue to try to fix the puckered rubber overlapping the stair treads on the west stairway. People have gotten their heels caught on the gaping overlap. Hopefully this will fix the problem.

2) *Personnel*

Susan reported that Mary Hager, one of our circulation clerks, has given notice. She is moving to Boston to take a job in a book bindery. While here, she taught some of the staff improved techniques for repairing our books.

Susan reported that the staff has taken up a collection to purchase a memorial brick in LeClaire Park for Jim Ellis.

3) *ELFs*

Susan reported that the ELFs will be purchasing a memorial plaque for a City Park bench in honor of Jim Ellis.

The annual bake / book sale in the park was a success.

4) *Finance*

Reported above.

**G. Ad Hoc Committee: Strategic Plan**

Gary reported:

- Two Edwardsville residents have agreed to join the strategic planning committee: Abigail Schwent and Curt Schumacher. Gary will send a second round of letters to other residents recommended by the committee. He hopes to have two to three more residents on board by August 15<sup>th</sup>.
- Gary is nearly done with gathering community assessment information.
- Gary has learned that the consultant IHLS hired for strategic planning purposes is too expensive for the library. He will continue to investigate other options.

#### **H. Illinois Heartland Library System**

The Illinois state budget has been approved. \$1.3 million is owed to IHLS.

#### **I. Librarian-Director Report**

Susan reported:

- Susan received a building & contents insurance renewal request from the Illinois Municipal League Management Association. Our current values have not been updated since 2003. The board agreed to increase the insurance coverage as recommended by City agent Jim Closson (after collecting current cost estimates from a variety of reports) to \$5.6 million for the building and \$4.6 million for the contents, including the library collection. This will increase our annual premium by \$3,767.00.
- Susan reported that she and Gary will have a conference call with John Chrastka on August 11<sup>th</sup> to continue the discussion about how he might assist us with strategic planning and community outreach. John is associated with [www.everylibrary.org](http://www.everylibrary.org).
- The Edwardsville Police Department holds an annual fundraising auction. We have compiled a list of old and unused furniture and equipment that will be donated.

#### **J. Unfinished Business**

None.

#### **K. New Business**

None.

#### **L. Presentation to Board**

None.

#### **M. Adjournment**

Motion to adjourn the regular meeting by Francie Powell, seconded by Gary Denué. The regular meeting was adjourned by Secretary Powell at 8:05 pm.