

August 8, 2017

The Colona District Library Board met with Hughes, Koska, Massarolo, Rizzolo, White, and Director Von Arb physically present. Clark and Reiger were absent.

The regular meeting was called to order at 6:35 p.m. at the Colona District Library. No visitors were present.

The June 13, 2017 meeting minutes were approved by consensus.

The Treasurer's report for June was reviewed. This was the last month of the fiscal year. Several bills were prepaid because money was left over due to the TIF refund, etc. Money from the general fund will be transferred to the special reserve fund. The June Treasurer's report was approved by consensus.

Rizzolo presented the Children's report. The Summer Reading program was a success with 227 completing the program. The programs for the year included the following: Keith West, a magician; Forest Park Nature Preserve from Peoria; Rick Eugene Brammer with Absolute Science; Grout Museum from Waterloo; and Down Creek animal sanctuary from Long Grove, Iowa.

Von Arb presented the Director's report for June and July. Three staff members attended the vendor exhibits at the American Library Association's annual meeting. Vaughn Plumbing installed two new high pressure toilets. The internet connection with Mediacom was upgraded. Von Arb is gathering data for the auditor. All employees have received their annual evaluations. Von Arb attended a PrairieCat Delegates' Assembly meeting.

The Children's and Director's reports were approved by consensus.

Old Business – None.

New Business – Accept and Adopt Budget and Appropriation Ordinance – The ordinance was reviewed and discussed. Hughes made a motion to approve the Budget and Appropriation Ordinance 17-02. Rizzolo seconded the motion. All present were in favor and the motion passed.

Submit Annual Financial Report for Publication – Von Arb presented the annual report for publication. This was reviewed and discussed. It was agreed to publish the annual financial report.

Transfer FY16-17 Funds – It was reported the general fund will be transferred to the special reserve fund. Money will also be transferred between budget line items from those who have an excess to those who have a deficit. White made a motion to transfer monies between budget line items from those who have an excess to those who have a

deficit and money in the general fund to the special reserve fund. Rizzolo seconded the motion. All present were in favor and the motion passed.

Approve IPLAR – The Illinois Public Library Annual Report was reviewed. Massarolo made a motion to approve the IPLAR. Koska seconded the motion. All present were in favor and the motion passed.

Review Public Comment Policy – The Public Comment policy was reviewed and discussed. The Public Comment policy was accepted.

Review Illinois State Library's Literacy Programs – The State Library has several programs dealing with literacy. These programs were reviewed and discussed. Some of these programs are offered online.

Assign Review of Trustee Facts File Chapters 1-5 – Board members were asked to review Chapters 1-5 of the Trustee Facts File. These will be discussed at the October meeting.

Discuss Online Safety Training – Staff and Board members need to review an online Safety training. The link to the active shooter safety training will be sent to the Board members. This will be watched before the October meeting.

Further Business – There was discussion regarding advertising and interviewing candidates for the Director's position. Von Arb will work on an ad and posting it. It was recommended to review the employee policy to determine hours and duties.

The meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Charlene Massarolo, Secretary