

MANHATTAN-ELWOOD PUBLIC LIBRARY DISTRICT BOARD MINUTES

February 3, 2014

(Rescheduled from Jan. 27, 2014)

The regular meeting of the Board of Trustees, Manhattan-Elwood Public Library District was called to order by President Gill at 4:39 p.m.

ROLL CALL:

Present (voting member):

Sharon Gill Kelly Davis
Robert Braam Keri English
Kim Ciuffini Chris Sunday

Library Staff:

Judy Pet, Director
Ashley Hopper, Incoming Director
Nicole Silberman, Admin. Assistant

CHANGES TO AGENDA: Ashley reported that one of the storage units where library furniture is being stored was broken into. Fortunately, there was nothing missing and no damage found. Also, Director Pet discussed request from patron to remove a DVD from the collection. The board agreed that per Library policy, the item would remain in the collection and therefore request would be denied.

AUDIENCE TO VISITORS: None

MINUTES: November minutes were approved as written

CORRESPONDENCE: None

FINANCIAL REPORTS: General fund and project fund (new) reports have been filed for audit.

PAYMENT OF SPECIAL BILLS: None

DIRECTOR'S REPORT: Filed for the record.

COMMITTEE REPORTS:

Building Program: Demolition and reconstruction of bathrooms as well as painting will begin the week of Feb. 10. Due to this, the Library will have reduced hours Mon-Thurs and will be closed on Friday, Feb. 14. Director Pet discussed that alley portion of the parking lot will be paid for by the Village and the Library will work with them on the remaining portion of the parking lot.

Bylaws: Ashley provided a report of the outstanding balances, broken down by missing/damaged items and overdue items, which total over \$9,000. Motion from Vice President Braam and 2nd from Secretary Ciuffini to change the amount for accounts with outstanding balances to be sent to collection agency. (The amount will be set as per the recommendation from collection agency) Motion passed unanimously.

Serving our Public: Treasurer English reviewed and discussed Chapter 5 (Technology) and Chapter 6 (Access). Trustee Sunday will review Chapters 7 & 8 for next meeting and Secretary Ciuffini will review Chapters 9, 10, & 11 for March.

UNFINISHED BUSINESS:

Board Vacancy: Pending

NEW BUSINESS:

Personnel: Assistant Director, Barb Hnetkovsky, will be retiring on Feb. 28, 2014. A retirement luncheon will take place on Thursday, Feb. 27 at 12:00pm.

Open Meetings Act Training All trustees are required to complete online training as soon as possible.

AUDIENCE TO VISITORS:

ADJOURNMENT: 6:06pm

Respectively submitted,

Nicole Silberman
Administrative Assistant