

Library Board of Trustees
July 8, 2010 7:00 PM

At 7:00 P.M. Vice President Carol Keely called the meeting to order.

PRESENT:	Carol Keely	ABSENT:	Randy Hoercher
	Mary Smith		
	Mary Stiehl		
	Rhonda Ross		
	Patricia Hamilton		
	Roger Wigginton		
	Joseph McDonnell		

Harriett Zipfel and Gail Eisenhart were also present.

PUBLIC COMMENTS: None.

MINUTES: Motion was made by Mary Smith and seconded by Roger Wigginton to approve the minutes of the June 2010 meeting as recorded. Motion carried.

POLICY:

- No changes were made to the Unattended Children, Telephone and Cell Phone Use policies.
- Meeting Room policy was tabled. Prior to the August meeting of the Board, a draft of proposed changes to this policy will be sent to Board Members for consideration and vote at the August meeting.

PROPERTY, EQUIPMENT AND BOOKS:

- Money has not been received to date for Materials budget use. All line items are being carefully monitored.
- Book carts must be removed from the stairwell to comply with fire and safety regulations. Ken Vaughn, head of the City Maintenance staff, will be contacted to discuss converting unused hallway space on the lower level to storage space.
- Computer equipment and software have been ordered to comply with the Gates Grant. It is expected this will be installed at the library by August 15, 2010.

PERSONNEL/LEGAL:

- Brittany Maine has accepted the Board's offer of a full-time level-2 Clerk position.
- Seven applications have been received in response to the posted open position for a part-time Level 2 Library Clerk.
- A Labor/Management meeting has been scheduled for next week.
- The Genealogy Supervisor has been approached by the Genealogical Society regarding digitization and indexing WPA files.

FINANCE:

- Motion was made by Rhonda Ross and seconded by Mary Smith to approve Claims in the amount of \$28,223.94; prepaid claims in the amount of \$17,466.77 and Petty Cash in the amount of \$229.49. Roll was called and claims were approved for payment.
- Per Capital tax revenue for use by the Library has not been received to date. In addition, the Director noted that the library property tax rate is down slightly from the previous year.

FUNDRAISING/FOUNDATION: Nothing.

UNFINISHED BUSINESS:

- One additional Board Member is still required to fill the mandated number.
- A committee consisting of Rhonda Ross, Mary Stiehl and Patricia Hamilton has been established to discuss promoting and celebrating the 175th anniversary of the Belleville Public Library's establishment in 2011. Wally Spears will be contacted to see if there is interest in writing an article to publicize this event.
- Harriett Zipfel will continue to attend meetings of the LCLS Library Director's Group as they continue to restructure for efficiency going forward. Core issues include delivery of materials and inter-library-loans.

NEW BUSINESS: A "Back-pack to School" day will be held on August 4 at Belleville West High School.

Motion to adjourn was made by Roger Wigginton and seconded by Mary Smith. Meeting adjourned at 8:00 p.m. The next board meeting of the Belleville Public Library will be held on August 12, 2010.

Respectfully submitted,
Gail Eisenhart