

**NIPPERSINK PUBLIC LIBRARY DISTRICT
REGULAR BOARD MEETING
July 10, 2018**

CALL TO ORDER

The Regular Meeting of the Nippersink Public Library District Board of Trustees at the Nippersink Library, 5418 Hill Road, Richmond, Illinois, was called to order at 7:00 P.M. by President Sandra Peterson.

PRESENT

Trustees Michelle Carter, Robert Johnston, Michelle Jordan, Drew Knobloch, Sandra Peterson, Sue Rekenhaller, and Library Director Cynthia Cole were present. Trustee Adrienne Adams was absent.

RECOGNITION OF SECRETARY

Trustee Rekenhaller was recognized as Secretary. Director Cole volunteered to act as Recorder.

RECOGNITION OF MEMBERS OF THE AUDIENCE – None

ADDITIONS – None

MINUTES

A. Approve June 12, 2018 Regular Meeting Minutes

MOTION was made by Trustee Rekenhaller, seconded by Trustee Knobloch, to approve the June 12, 2018 Regular Meeting Minutes.

Voice Vote: All in Favor

MOTION CARRIED

CORRESPONDENCE AND ANNOUNCEMENTS

A. R/SG Chamber Events:

1. Charity Auto Show, Sun., July 29 from 10AM to 2PM, Intermatic Parking Lot
2. Chamber Golf Outing, Wed., Aug. 8 at Twin Lakes Country Club

B. ILA 2018 Conference, Trustee Day, Thursday, October 11, Peoria Convention Center, Peoria, IL

TREASURER'S REPORT

A. Approve Warrant #1

Warrant #1 in the amount of \$16,617.45 was reviewed for payment.

MOTION was made by Trustee Johnston, seconded by Trustee Carter, to approve Warrant #1.

**Roll Call Vote: Ayes: Carter, Johnston, Jordan, Knobloch, Peterson, Rekenhaller
Nays: None**

MOTION CARRIED.

B. REVIEW MONTHLY BUDGET REPORT

Director Cole advised that we are approximately \$31,000 under budget for fiscal year ending June 30, 2018. She further advised that we met our savings goal for FY18 and while the auditors will make some adjustments, we will likely exceed it due to lower than anticipated expenses in some categories.

LIBRARY DIRECTOR'S REPORT

The summer reading program is in full swing and we have had more participants than last year especially with the YA program.

COMMITTEE REPORTS

A. None

NEW BUSINESS –

A. Approve Ordinance 2018-7-1 Building and Maintenance Levy

Director Cole reviewed the ordinance and advised that we are required to pass this ordinance in July of each year in order to assess an additional .02% in property taxes for building and maintenance purposes. Director Cole further advised that the levy must be published in the Northwest Herald and is subject to a backdoor referendum. Trustees should be prepared to answer questions as to why this levy is necessary for the facility in order to maintain programs and services in other areas.

MOTION was made by Trustee Johnston, seconded by Trustee Rekenhaller, to approve Ordinance 2018-7-1 Building and Maintenance Levy.

**Roll Call Vote: Ayes: Carter, Johnston, Jordan, Knobloch, Peterson, Rekenhaller
Nays: None**

MOTION CARRIED.

B. Review Closed Session Minutes

Director Cole advised that Closed Session Minutes must be reviewed twice a year to determine if the minutes shall remain closed.

MOTION was made by Trustee Rekenhaller, seconded by Trustee Jordan, to keep all Closed Session Minutes closed.

Voice Vote: All in Favor

MOTION CARRIED.

C. Designate Trustees to Conduct FY18 Secretary's Audit

Director Cole advised that as part of the Illinois Public Library Annual Report we are required to do an audit of the FY18 minutes. The audit requires two trustees to review the minutes for accuracy and completeness. The audit should be completed in August to meet the IPLAR filing deadline of August 31. Trustees Jordan and Johnston agreed to complete the audit.

D. Discuss and Approve Addition of Earthquake Insurance Rider

Director Cole provided information from Nate Gardner of Country Companies that the annual premium for the rider would be \$425. Trustee Johnston asked what the deductible would be and Director Cole responded that she did not have that information. While the trustees were generally in favor of adding the rider they requested clarification regarding the deductible.

Director Cole will contact Mr. Gardner for that information and provide it at the next regular meeting.

AUDIENCE COMMENTS – None

ADJOURN

There being no further business, President Peterson declared the meeting adjourned at 7:28 PM.

Respectfully submitted by Cynthia Cole,

Theresa Sue Rekenhaller, Secretary