

MAHOMET PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MONTHLY MEETING MAY 8, 2017 6:00PM AT THE LIBRARY

Members Present: Charity Bundren, Jeanne Campion, Chris Forman, Jim Matthews, Brian Paragi, Karin Vermillion, Mary Watson

Not Present: Bryan Perrero **Also Present:** Lynn Schmit, Kate Smith

Thank you to retiring trustees Matthews and Watson

Lynn Schmit summarized the contributions of Jim Matthews and Mary Watson during their years on the board and presented them with gifts in appreciation of their service.

Installation of Trustees Vermillion, Paragi, and Perrero

Jim Matthews administered the oath of office to Karin Vermillion and Brian Paragi. Bryan Perrero was absent and will take the oath at the next meeting.

Election of Officers

- Jeanne Campion nominated Karin Vermillion for president. Chris Forman seconded; all trustees voted in favor.
- Karin Vermillion nominated Brian Paragi for vice president. Chris Forman seconded; all trustees voted in favor.
- Jeanne Campion nominated Chris Forman for secretary. Brian Paragi seconded; all trustees voted in favor.
- Charity Bundren nominated Jeanne Campion for treasurer. Karin Vermillion seconded; all trustees voted in favor.

Committee Assignments

Karin Vermillion appointed trustees to the following committees:

- Finance: Jeanne Campion and Brian Paragi
- Personnel: Charity Bundren and Chris Forman
- Policy: Charity Bundren and Chris Forman
- Advocacy: The full board

Approval of Minutes

Brian Paragi moved to approve the April 10 2017 minutes. Charity Bundren seconded; the motion passed.

Treasurer's Report

Jeanne Campion moved to approve the financial report for April 2017. Brian Paragi seconded. Roll call vote; all trustees voted in favor of the motion. Jeanne moved to approve the check register for April 2017. Brian Paragi seconded. Roll call vote; all trustees voted in favor of the motion.

Librarian's Report

Lynn Schmit submitted the Librarian's report before the meeting. She added the following information:

- She has been scheduling interviews for the vacant clerk/shelver positions.
- The display unit purchased in honor of Mary Giles will arrive in early June, several weeks sooner than expected.

Jeanne Campion praised Rita Bartholomew and the Friends volunteers who assisted her on the excellent job preparing for and running the spring book sale.

Chris Forman asked for more details about the trustee webinar requirements for the next per capita grant application. He noted that the example Lynn provided through ALA was free, but wondered if that was a temporary offer and whether trustees should watch it soon to be certain it will be free. Lynn Schmit did not have the answer for that, but noted that this was only one example and there will be other webinar options that would meet the requirements. She further noted that the trustees will discuss one topic in September, one in October, and the last in November, so that all items are completed before the per capita deadline in January.

Audience Comments

Jim Matthews stated that he has tremendous confidence in this board of trustees and he looks forward to all they will accomplish. He thanked the board for the "easiest leadership gig" he's ever had. The board thanked Jim again for his years of service.

Committee Reports – Finance Committee

Jeanne Campion reported that the finance committee met with Lynn Schmit and Kate Smith to review the library's financial position and the proposed FY 17-18 budget. She noted that the library had expected a budget shortfall for FY 16-17 but, due to several circumstances (spelled out in the notes sent to the trustees), higher-than-expected revenues and lower expenses led to a projected surplus. The board was particularly pleased by the library's decision to bring cataloging in house. Lynn Schmit and Kate Smith noted

that this not only lowered expenses, but also shortens the time it takes to put new materials on the shelves for patrons to use.

The trustees noted that next year's budget for books was lower than the current year. Lynn Schmit commented that it's difficult to spend the full amount and to find shelf space for the physical materials and she pointed out that the budget for digital materials was significantly higher than the current year.

New Business

A. Approval of Audit Letter of Understanding

Chris Forman moved to approve the 2017 audit letter of understanding with CliftonLarsonAllen. Charity Bundren seconded; the motion passed.

B. Approval of 2017-18 Budget

The Finance Committee presented the FY 17-18 budget for board approval. Roll call vote; all trustees voted to approve the budget.

C. Approval of Non-Resident Fees for 2017-18

Charity Bundren moved to increase the minimum fee from \$80 to \$85. Brian Paragi seconded. Roll call vote; all trustees voted in favor of the motion.

D. Filing of Ehlers Management Report

The board agreed to accept the April 2017 report and place it on file.

Trustee Comments

Chris Forman stated that he was sorry the library would be losing Youth Librarian Neal Schlein and that it would be hard to replace him. Jeanne Champion thanked Lynn Schmit for seeing that the broken "L" on the library's entrance sign was repaired. Chris Forman observed that the library grounds continue to look great.

Board Advocacy

The board discussed holding another murder mystery event and agreed to do so. Jeanne Champion reported that she felt it likely a Farm Credit employee would be willing to serve as the employee in attendance so that the board could use their facility again.

Charity Bundren suggested another event, possibly in late summer before school starts. Chris Forman reported that MAYC has moved its annual race to the first weekend in August and added a Kid Fun Run for that Friday night. This night will include family activities and Chris suggested the board have a booth or activity of some time on behalf of the library. The board agreed that this would be a good event to join.

Adjournment

Jeanne Champion moved to adjourn the meeting; Chris Forman seconded. The motion passed; the meeting was adjourned at 6:56pm.

Respectfully Submitted by Kate Smith, Business Manager