MEETING OF THE BOARD OF TRUSTEES OF POPLAR CREEK PUBLIC LIBRARY DISTRICT

Thursday April 18, 2013

Main Library

Board Meeting Room

President Susan Spooner called the meeting to order at 7:31 p.m.

1. Roll Call-Present: President Susan Spooner; Treasurer Pat Carl; Trustees Bonnie Hulke, Mary Prosser, and Kim Schroeder.

Absent -Secretary Candace McCreary and Trustee Sherri Harry

Also Attending: Patricia M. Hogan, Administrative Librarian; Sue Haisan, Business Manager; Greg Steinbach, Z3 Solutions; Sam Samara, Head of Maintenance; Janice Beckman, Head of Adult Services/Reference/YA; Cassidy Fontana, Head of Technical Services.

- 2. Pledge of Allegiance
- 3. Questions and Comments from Audience
- 4. Correspondence-Board E Mails Replies-Congratulations from RAILS on our Live and Learn Grant; Office of the Secretary of State, Per Capita award letter; Thank you for the VITA program from Cheryl A. Lee.
- 5. Staff Sharing Ideas to Improve the Library-None
- 6. Ms. Schroeder moved and Ms. Prosser seconded a Motion to Approve the Minutes from March 21, 2013 Board Meeting.

Roll Call Ayes Carl, Prosser, Schroeder, Spooner

Nays

Abstain Hulke

Absent Harry, McCreary

Motion Passed

7. Librarian's Report-Pat Hogan presented her report to the Board

Buildings and Grounds-Sam Samara presented his report to the Board

Adult Services/Reference/YA Quarterly-Janice Beckman presented her report to the Board

Technical Services-Cassidy Fontana presented her report to the Board

- 8. Business Manager's Report-Sue Haisan presented her report to the Board
- 9. Ms. Carl moved and Ms. Schroeder seconded a Motion to Approve Cash Disbursements for the Period from March 16, 2013-April 12, 2013 in the Amount of \$361,410.46.

Roll Call Ayes Carl, Hulke, Prosser, Schroeder, Spooner

Nays

Absent Harry, McCreary

Motion Passed

10. Corporate Report-None

- 11. General Counsel-None
- 12. Officer Reports: President, Secretary, Treasurer-None
- 13. Unfinished Business

a. Ms. Carl moved and Ms. Prosser seconded a Motion to Cap Food for Fines at \$200.00.

Roll Call Ayes Carl, Hulke, Prosser, Schroeder, Spooner

Nays

Absent Harry, McCreary

Motion Passed

b. Ms. Schroeder moved and Ms. Prosser seconded a Motion to Table Unique Collection Agency for a 90 Day Trial Period.

Roll Call Ayes Carl, Hulke, Prosser, Schroeder, Spooner

Nays

Absent Harry, McCreary

Motion Passed

c. Ms. Hulke moved and Ms. Prosser seconded a Motion to Proceed with Better Sign Service to Pursue Zoning Variance at a Cost of \$50.00 Per Hour.

Roll Call Ayes Carl, Hulke, Prosser, Schroeder, Spooner

Nays

Absent Harry, McCreary

Motion Passed

- 14. New Business
- a. Ms. Carl moved and Ms. Hulke seconded a Motion to Adopt Ordinance 13-02 for Participation in the Non Resident Card Program.

Roll Call Ayes Carl, Hulke, Prosser, Schroeder, Spooner

Nays

Absent Harry, McCreary

Motion Passed

b. Ms. Hulke moved and Ms. Schroeder seconded a Motion to Vote on Maul for Seal Coating, Stripping, Patching and Repairs of the Parking Lot at the Main for \$5,866.00.

Roll Call Ayes Carl, Hulke, Prosser, Schroeder, Spooner

Nays

Absent Harry, McCreary

Motion Passed

15. Comments/Topics for May Board Meeting-Board discussion on setting date for Board retreat and collect ideas from Board members regarding what they would like to see at the Library going forward.

16. Ms. Carl moved and Ms. Prosser seconded a Motion to Adjourn to Next Special Meeting of April 25, 2013.

Roll Call Ayes Carl, Hulke, Prosser, Schroeder, Spooner

Nays

Absent Harry, McCreary

Motion Passed

Adjourned at 9:02 p.m.

Patricia M. Carl Secretary Pro Temp Deborah Muscarello Administrative Assistant