

Minutes

Meeting of the Board of Trustees of the Sandwich Public Library District
925 S. Main Street – Sandwich, IL 60548
Tuesday, April 10, 2018 @ 6:30 P.M.

I. Call to Order/Roll Call: Meeting called to order at 6:30 PM by President Nancy Sanders. Present: Trustees Jennifer Boring, Denise Curran, Jane Wolf, Ruth Fish, Director Amy Girmscheid. Becky Clemmons arrived at 6:37 PM. Excused: Denise Ii.

II. Addition/Amendments to Agenda: Move Bill McMahon's presentation to follow approval of minutes. Add GED topic to unfinished business. Finance think about a budget meeting.

III. Approval of Minutes: Motion made by Jennifer Boring and seconded by Jane Wolf to approve the Board minutes of March 13, 2018. Motion carried on voice vote.

Minutes for the Personnel Meeting and Executive Session minutes of March 8, 2018 were incomplete and were tabled until next month.

IV. New Business:

Electric Service: Bill McMahon of Progressive Energy Group gave a presentation on the services offered and a summary of rates. Jennifer Boring asked Bill about the Gas Services too. After some discussion **Jane Wolf made a motion to accept a three year contract with Agera Energy at the supplier rate of \$0.06458 and Annual KWH's of 205,962. Becky Clemmons seconded the motion. Motion carried on a voice vote.**

Gas Service: After some discussion it was decided to have Bill McMahon secure a service for our gas for a rate of .379 or less, on a one year contract. Bill will work on this and have it to Amy Girmscheid by this Friday. **Motion made by Jennifer Boring to have Bill McMahon secure a service for our gas at a rate of .379 or less on a one year contract, and to have Director Amy Girmscheid sign the contract. Seconded by Becky Clemmons. Motion carried on a voice vote.**

V. Correspondence: None.

VI. Treasurer's Report: The grant money was discussed and it was decided to leave it in the general fund.

Treasurer Jennifer Boring asked for input for the budget from all trustees. Jennifer Boring, Amy Girmscheid and Denise Ii will work on the budget. Jennifer plans to present the first reading at the May meeting.

Motion made by Denise Curran to approve the Treasurer's Report. Motion was seconded by Jane Wolf. Aye: Jennifer Boring, Denise Curran, Jane Wolf, Ruth Fish, and Becky Clemmons. Nay:0, Motion carried.

VII. Director's Report: No report. President Nancy Sanders recommended to everyone to read the article in the *Reporter* magazine about teen services.

VIII. Committee Reports:

A. Building & Grounds:

Everest Control Maintenance – A service agreement was signed last month. When Jane Wolf spoke to Mark he reported that our system is several levels behind in updates. To upgrade and get our system current we will need to pay \$3,460.

Motion made by Denise Curran to update as recommended with a one year contract. Seconded by Ruth Fish. Aye: Jennifer Boring, Denise Curran, Jane Wolf, Ruth Fish, Nancy Sanders. Nay: Becky Clemmons. Motion carried.

Programming Concepts – Jane Wolf said that a walk around the building for lights and electrical was done by the representative. We will have the cleaning service start earlier and be out before the outside lighting goes off. He gave us a bill for \$3,000. for the work done in the fall on the panel that was struck by lightning. Amy Grimscheid will check with our insurance company to see if we can recoup some of the cost.

Landscaping – Nancy Sanders said she did not hear back from the three companies she contacted. We will sign the contract with Yingling Landscaping for \$12,000.

Motion made by Denise Curran to sign contract with Yingling Landscaping. Seconded by Becky Clemmons. Motion carried by voice vote.

B. Finance: Discussed in Treasurer's Report.

C. Marketing: None

D. Personnel:

Circulation Clerk – Opening for two new clerks. We have had four new applications.

E. Policy – None. We did discuss room reservations. A local attorney and a therapist are reserving the room for business purposes. It was decided to have Director Amy Grimscheid contact the attorney about our policy.

F. Technology – None

IX. Unfinished Business:

GED – Denise Curran will meet with Amy Grimscheid about this program.

X. Other Business: None

XI. Public Comments: None

XII. Executive Session: None

XIII. Adjournment: Motion made by Jennifer Boring and seconded by Jane Wolf to adjourn at 8:17 PM. Motion carried by viva voice vote.