

**HILLSBORO PUBLIC LIBRARY**

*“A Carnegie Library”*

**Hillsboro, IL 62049**

Hillsboro Area Public Library Board Minutes – August 20, 2019

Trustees present: Albracht, Balla, Mulch, Naylor, Spelbring, Trader

The monthly meeting was called to order at 6:15 by president Spelbring. The July minutes were read and approved. Albracht/Balla/unanimous

The financial report showed a balance of $52,600.37 at CNB, $26,135.77 at Bank of Hillsboro, and $84,021.75 at First Community Bank. Monthly bills totaled $9,764.61 with $52,084.69 in the special reserve account. The money remaining at the end of July in the operating budget was $61,287.66. The total building fund with CD’s is $200,960.91. A motion by Balla/seconded by Mulch to accept report...Unanimous passage. Annual budget had no changes made from the preliminary draft. Motion 19-4 to accept…Mulch/Naylor/unanimous.

Librarian Kolb gave brief report. The circulation report showed 717 patrons, with good attendance of 27 children at the LEGO club; 16 for special programs, including 8 adults. Yearly circulation to date: 999 with Axis 360 books showing high usage of 48 users. Naylor/Balla/unanimous. In correspondence, Director Kolb stated that Vistra Power has approved a donation of $2,000 for the new Library renovation; St. Paul’s Lutheran Church also donated $384 from a special Church offering.

In her report, president Spelbring updated on the new pillars. They will be put in place this fall around October 1. Also, Chris Schreiber will be checking the windows of the new Library. An announcement concerning the remainder of Phase I construction will appear in the local newspaper; the announcement will include information about electrical boxes and wiring, metal studding, and blown-in insulation for the cement walls. She also informed the Board that the Bank of Hillsboro has pledged a $5,000 donation. The check will be accepted by Board member Barb Mulch, who will be responsible for obtaining a publicity picture of such. The $50,000 goal has been reached, so it will be matched by an anonymous donor. A “thermometer board”, made to show donations/goal, was discussed and will be voted upon at the September meeting. To date, $200,000 has been invsted, with Phase I costs standing @ $720,000.

In unfinished/old business, expenses for legal fees, director’s salary, computers, and books are up, but salary benefits are down. Changes to the 2019 budget will be made. Mulch/Trader/unanimous.

In new business, it was decided to ask for the entire project costs in the State Grant Application. That total is approximately $1.2 million for Phase I construction and basement renovation. Naylor/Albracht/unanimous. A review of Library closure dates was discussed with the following being accepted: Memorial Day (1), Fourth of July (1), Old Settlers (1), Labor Day (1), Veterans’ Day (1), Thanksgiving (3), Christmas (2 – 24th & 25th), New Year’s Day (1), Martin Luther King day (1), Presidents’ Day (1), and Easter (1 – Sat. previous). Columbus Day the Library will be open (change from previous). Albracht/Mulch/unanimous. Raises in salary were discussed for the Library clerks. Nancy Merriman and Sue (?) will receive increases – by law – to $9.50/hr. Remainder of salaries was discussed in Executive Session (see Ex. Session notes). Director Kolb requested a professional development block of time to attend a reading conference in Peoria – October 3, 4, & 5, 2019. Payment of 2 nights’ lodging, conference fees, and membership in the Illinois Reading Council was approved. Mulch/Albracht/unanimous.

At 7:50, Board went into temporary Executive Session to discuss disciplinary action policy. Naylor/Albracht/unanimous.

At 7:59, Board left Executive Session to resume Regular meeting. Naylor/Mulch/unanimous.

Staff-disciplinary Action Policy was amended as per handout. Mulch/Naylor/unanimous. Annual report will be sent to Board members via e-mail. Discussion of transfer of $50,000 from CNB to Bank of Hillsboro ensued upon a motion by Mulch/Balla/unanimous. Library clerks salary will raise as follows: $9/hr. clerks will now be raised to $9.50/hr. (by law); $9.50/hr. clerk’s salary will remain at $9.50/hr. and the $13.57/hr. salary will increase to $14/hr. Naylor/Balla/unanimous.

Meeting adjournment @ 8:10 p.m. Albracht/Balla/unanimous.