

Minutes of the Regular Meeting  
Board of Trustees of the Peru Public Library District  
13 July 2017, 6:00 pm

Present: Jenifer Barr, Jean Carter, Gail Grabowski, Linda Hiltabrand, Mary Lindenmeyer, Doug Olivero, Mike Watts and Director Charm Ruhnke.

Absent: None

Call to order: President Mike Watts called the regular meeting to order at 6:00pm.

Changes to the agenda: There were no changes.

Public comments: There were no public comments.

Oath of Office: Jenifer Barr was appointed to fill the vacancy effective 8 June 2017 until the next regular election of library trustees 2 April 2019. Secretary Mary Lindenmeyer administered the oath of office to Jenifer Barr.

Approval of minutes of June 2017: Gail Grabowski moved to approve the minutes of June 2017 with correction; Doug Olivero seconded. The motion carried.

Financial report

- a. Approve disbursements for July 2017: Jean Carter moved to approve disbursements for July 2017; Gail Grabowski seconded. The motion carried.
- b. Approve financial report for June 2017: Jenifer Barr moved to approve the financial report for June 2017; Doug Olivero seconded. The motion carried.

Correspondence: The file contained no correspondence.

Librarian's report

End of year summations: Director Ruhnke presented the board with fourteen-month library statistics along with FY16/17 budget review of income and expenditures.

Prior meeting follow-up

Board Member Recognition: Director Ruhnke and the board of trustees recognized former trustees Laura Ferrari and Laurie Smoron for their many years of service to the Peru Public Library.

President's report

Appoint two trustees to audit secretary's records for FY16/17: President Mike Watts appointed trustees Doug Olivero and Jenifer Barr to audit the secretary's records for FY16/17.

Executive session: There was no call for an executive session.

Action and/or discussion items

- a. Ordinance FY17/18 001 setting board meeting dates: Linda Hiltabrand moved to adopt Ordinance FY17/18 001 setting the board meeting dates; Gail Grabowski seconded. The motion carried.
- b. Authorize the director to apply for grants benefiting the library: Gail Grabowski moved to authorize Director Ruhnke to apply for grants; Doug Olivero seconded. The motion carried.
- c. Appoint director as Open Meetings Act officer: Jean Carter moved to appoint Director Ruhnke as the library's OMA officer; Linda Hiltabrand seconded. The motion carried.
- d. Ordinance FY17/18 002 FOIA policy: Jean Carter moved to adopt Ordinance FY17/18 002 FOIA policy for the Peru Public Library; Jenifer Barr seconded. The motion carried.
- e. Appoint Philip Lenzini as library legal counsel: Gail Grabowski moved to appoint Philip Lenzini as the library's legal counsel; Linda Hiltabrand seconded. The motion carried.
- f. Authorize the director to dispose of surplus material: Doug Olivero moved to authorize the director to dispose of surplus material; Jean Carter seconded. The motion carried.
- g. Ordinance FY17/18 003 Building and Maintenance: Gail Grabowski moved to adopt Ordinance FY17/18 003 Building and Maintenance; Linda Hiltabrand seconded. The motion carried.
- h. Building alarm recommendation: Jean Carter moved to approve the building alarm recommendation; Gail Grabowski seconded. The motion carried.
- i. HVAC recommendation: Kmetz Architects, INC. has not completed the recommendation. Therefore, no discussion or action taken.
- j. Authorize working cash certificate of deposit: Doug Olivero moved to authorize the director to open a working cash CD; Linda Hiltabrand seconded. The motion carried.

Adjournment: There being no further business, the regular meeting adjourned at 6:52 pm.

Submitted by: Mary Lindenmeyer/Secretary