

Minutes of the Regular Board Meeting
Peru Public Library District
Board of Trustees
8 June 2017
6:00 pm

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

1. Call to order: President Mike Watts called the regular meeting to order at 6:00 pm.
2. Oath of Office: Judge Michelle Vescogni administered the oath of office to the trustees.
3. Board Seat Lottery: The term of the empty seat will be two years. Jean Carter's term will also be two years. Serving four years will be Gail Grabowski and Mike Watts. Serving six-year terms will be Doug Olivero, Linda Hiltabrand and Mary Lindenmeyer.
4. Elect Board Officers: Jean Carter moved to keep the current board offices of Mike Watts as President, Doug Olivero as Vice-President, Linda Hiltabrand as Treasurer and Mary Lindenmeyer as Secretary; Gail Grabowski seconded. The motion carried.
5. Appoint Trustee: President Mike Watts moved to accept the resolution of appointing Jenifer Barr to the empty trustee seat; Linda Hiltabrand seconded. The motion carried.
6. Changes to the agenda: Under the Librarian's report, add C. CD renewal and D. Building alarm. Under Prior meeting follow up, add A. HVAC B. Comic Book Sale C. Gutters
7. Public comments: There were no public comments.
8. Approval of minutes of May 2017: Gail Grabowski moved to approve the minutes of May 2017; Doug Olivero seconded. The motion carried.
9. Financial report
 - a. Approve disbursements for June 2017: Jean Carter moved to approve the disbursements for June 2017; Doug Olivero seconded. The motion carried.
 - b. Accept financial report: Gail Grabowski moved to accept the financial report for May 2017; Doug Olivero seconded. The motion carried.
10. Correspondence
 - a. Annexation notification: The file contained a notice of annexation from the City of Peru.
 - b. Sandra Blanco thank you: Sandra Blanco, who leads the Adult Book Club, thanked the trustees for the stipend.
11. Librarian's Report

- a. Open meeting act training: The trustees have ninety days to complete this training.
- b. Time frame for Budget and Appropriations and Levy: The trustees will need to adopt the Budget Appropriations and Levy at the September regular meeting.
- c. CD renewal: Several options were discussed concerning a CD that is up for renewal June 26, 2017.
- d. Building alarm: Ficek Electric will give an estimate to replace the alarm panel and install a keypad.

12. Prior meeting follow-up

- a. HVAC: Recommendations from Kmetz Architects will be forthcoming. The HVAC replacement system is a multi-year project.
- b. Comic Book Sale: The Comic Book sale is Saturday, June 10, 2017 from nine until noon.
- c. Gutters: Koolmaster will notify the Director of the schedule for the gutter replacement.

13. President's report: The Fine Line Art Festival Daycation was cancelled due to low numbers. The Janesville, WI Daycation is coming up.

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

15. Action and/or discussion items

- a. Authorize FY2016/17 outstanding bills to be paid: Gail Grabowski moved to authorize FY2016/17 outstanding bills to be paid in FY2017/18; Jean Carter seconded. The motion carried.
- b. Approve FY2017/18 working budget: Jean Carter moved to approve the FY2017/18 working budget; Linda Hiltabrand seconded. The motion carried.
- c. Ordinance 16/17 013, prevailing wage: Linda Hiltabrand moved to adopt, as presented, the prevailing wage ordinance; Jean Carter seconded. The motion carried.
- d. Ordinance 16/17 014, non-resident card: Jean Carter moved to adopt the non-resident fee of \$100.00 for FY2017/18; Linda Hiltabrand seconded. The motion carried.
- e. Ordinance 16/17 015, financial plan: Gail Grabowski moved to adopt the financial plan; Jean Carter seconded. The motion carried.
- f. Ordinance 16/17 016, fund balance: Jean Carter moved to adopt the fund balance policy; Gail Grabowski seconded. The motion carried.
- g. Ordinance 16/17 017, supplemental services: Jean Carter moved to adopt the supplemental services policy; Gail Grabowski seconded. The motion carried.
- h. Ordinance 16/17 018, special reserve establishment: Jean Carter moved to adopt the special reserve establishment; Gail Grabowski seconded. The motion carried.

16. Adjournment: There being no further business, the regular meeting adjourned at 7:07 pm.
Submitted by: Mary Lindenmeyer/Secretary

Approved: 13 July 2017