

**Regular Meeting
Board of Trustees
Peru Public Library District
12 October 2017
6:00pm**

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

Absent: Jenifer Barr

1. Call to order: President Mike Watts called the meeting to order at 6:00 pm.
2. Changes to the agenda: Under Librarian's Report, add 7b. Donation
Under Prior meeting follow-up, add 8c. Bags
3. Public comments: There were no public comments.
4. Approval of minutes of September 2017: Gail Grabowski moved to approve the minutes of
September 2017; Doug Olivero seconded. The motion carried.
5. Financial report
 - a. Approve disbursements for October 2017: Jean Carter moved to approve disbursements
for October 2017; Gail Grabowski seconded. The motion carried.
 - b. Accept financial report: Gail Grabowski moved to accept the financial report; Doug
Olivero seconded. The motion carried.
6. Correspondence: There was no correspondence.
7. Librarian's report
 - a. Holiday schedule for 2018: The Holiday schedule for 2018 was reviewed.
 - b. Donation: A donation in the amount of \$2000.00 came from Chicago Community
Foundation (Miller Charitable Trust). The money will be spent on seating (chairs) for the
library's various community programs.
 - c. Bags: The 150 bags from Gemstone arrived for our patrons. Sponsors will be mailed a
thank you.
8. Prior meeting follow-up
 - a. Policy revision: There are seven policies that will need updating.
 - b. Financial audit: The director will be contacting more agencies for this service.
9. President's report: There was no report.
10. Executive session: There was no call for an executive session.

11. Action and/or discussion items

- a. Fines and loan periods; The trustees discussed options for assessing fines and time limits for various items checked out. The discussion will continue at the November meeting.
- b. *Trustee Fact File*, Chapters 1-5: The director reviewed with the trustees these chapters from the *Trustee Fact File*. There were no red flags.
- c. *Serving our Public*, Safety Chapter 12: The director and trustees reviewed library safety standards. It was found that the library met or exceeded safety standards.
- d. State Library's Literacy service: This item concerns the application for the *per capita* grant.
- e. Party hosting: There was discussion as to the library becoming a site for parties. Trustees did not wish to consider parties at this time.
- f. Tax levy 17/18-005: The tax levy ordinance 17/18-005 was reviewed and will be adopted at next month's meeting.
- g. Second working cash cd: Jean Carter moved to direct Charm Ruhnke to open a second cash cd; Gail Grabowski seconded. The motion carried.

12. Adjournment: There being no further business, the meeting adjourned at 7:21 pm.

Submitted by: Mary Lindenmeyer/Secretary