

Regular Meeting
Peru Public Library District
Board of Trustees
12 September 2019
6:15 pm

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

Absent: Larry Sittler

1. Call to order: President Mike Watts called the meeting to order at 6:15 pm.
2. Changes to the agenda:
 - a. Add to #7 Librarian's report c. Road
 - b. Add to #8 Prior meeting follow-up c. Elevator
3. Public comments: There were no comments.
4. Approval of minutes of August 2019: Gail Grabowski moved to approve the minutes of August 2019; Doug Olivero seconded. The motion carried.
5. Financial report
 - a. Approve disbursements for September 2019: Jean Carter moved to approve disbursements for September 2019; Gail Grabowski seconded. The motion carried.
 - b. Accept financial report for August 2019: Jean Carter moved to accept the financial report for August 2019; Doug Olivero seconded. The motion carried.
6. Correspondence: The file contained a letter written and submitted by Director Ruhnke to Macmillan Publishers. The letter denounced the company's decision to allow only one newly released title in eBook format to be purchased by Peru Public Library.
7. Librarian's report
 - a. Annual Report: Peru Public Library has submitted the Annual Report (IPLAR).
 - b. Rate of Return: This is in a rack card format. It gives a Year in Review of the library.
 - c. Road: The Eleventh Street road in front of the library has been paved.
8. Prior meeting follow-up
 - a. Audit: The audit firm will have their first visit at the end of September 2019.
 - b. HVAC sensors: Four sensors have been replaced. They were under warranty.

- c. Elevator: The elevator, per code, needs to have a low pressure switch installed. Director Ruhnke has contacted KONE to install the switch (parts, labor, travel) for \$2,422.
- 9. President's report: No report.
- 10. Executive session: There was no call for an executive session.
- 11. Action and/or discussion items
 - a. Tort and Risk Management Policy revision: Gail Grabowski moved to adopt the Tort and Risk Management Policy; Linda Hiltabrand seconded. The motion carried.
 - b. Roof: We are moving forward with our decision to hire Sterling Roofing for our roof replacement.
 - c. Parking lot: We are waiting for the report from Chamlin and Associates.
 - d. Budget and Appropriations ordinance 2019/20-004: Jean Carter moved to adopt the Budget and Appropriation Ordinance 2019/20 -004; Linda Hiltabrand seconded. The motion carried.
- 12. Board Orientation: None this month.
- 13. Adjournment: There being no further business, the meeting adjourned at 7:00 pm.

Submitted by: Mary Lindenmeyer/Secretary