

PECATONICA PUBLIC LIBRARY
JUNE 2014
BOARD MEETING MINUTES

The June 2014 meeting of the Pecatonica Public Library Board of Trustees was called to order at 7:35 PM on Thursday, June 12. Present were Librarian Bouray and Trustees Arenson, Smith, Gulbrandsen, Determan, Peterson, and Schirger. Absent: Trustee Lizer.

Minutes of the last meeting and librarians and financial reports were reviewed. A discussion of preliminary budget concerns was moved from original agenda position to the discussion of the financial reports. Building supplies and maintenance was high this year due to the purchase of the new furnace which cost approximately \$8500. This item was actually paid out of the contingency fund, not tax proceeds. Librarian Bouray had several suggestions for changes in next budget as follows: reduce audio visual by \$1000 and create an E-book account with a budget of \$2000, which would make it easier to track both the CDs and DVDs left in AV and the E-books; increase the History Room budget to \$1000 to help pay for the digitization project; review insurance reimbursement as the librarian's monthly cost increased by \$108.47 in April; review on-going expenses for the Photo kiosk as they will influence the budget – purchase of the unit is covered (\$2000 from Friends and balance from McCarty Memorial) – a maintenance contract for the first year would be \$339.00 after initial covered 6 months; should have \$7000 extra to pay down principal of building loan. Minutes, librarian/s report and financial report were all approved on a motion stated by Trustee Arenson and seconded by Trustee Smith. Motion carried with 6 ayes and 0 nays.

Unfinished Business.

History Room Update. Newspaper Archive.com will be submitting a quote for the digitizing if we do the scanning.

Photo Kiosk. Machine will be purchase with donated finds. Library will be responsible for maintenance.

Ongoing HVAC Problem. This item will remain on the agenda until we are certain the problems have been corrected.

New Business

Preliminary Budget Discussion. Covered under financial report

Correspondence / Communication

Library is hosting a summer tutoring and food program with the local food pantry and the assistance of the High School Key Club on Thursdays at 2 PM through the summer.

Summer Reading starts next Tuesday.

Adjourn at 8:35 PM Motion stated by Trustee Peterson and seconded by Trustee Determan.