

**Board of Trustees Meeting
December 12, 2006
7:00 P.M.**

1. Call to order—The meeting was called to order by President David Clark at 7:54 P.M.
2. Roll call—The following trustees were present: David Clark, Stephanie Daujatas, Kari Fickes, Phillip Lukacek. Susan LeBeau, Colleen McElroy, and Karen Miller were absent with prior notification.

Also present: Administrative Librarian Carol Hall.

Trinity Christian Consulting Team members: Jessica den Dulk, Ken Cook, Matt Gabrielse, and Shawn deVries.

3. Establish Consent Agenda—Motion to establish the consent agenda including items A, B, C, and D by Kari Fickes, seconded by Dave Clark.

Yes: David Clark, Stephanie Daujatas, Kari Fickes, and Phillip Lukacek.

No: None

- A. Approve minutes of November 12th Regular Board Meeting
- B. Approve minutes of November 28th Special Board Meeting
- C. Approve Treasurer's Report

Balance, November 1, 2006	\$956,993.16
Revenues	5,745.94
Disbursements	48,331.01
Balance, November 30, 2006	\$914,408.09

- D. Approve payment of monthly bills in the amount of \$17,219.27

4. Motion to approve Consent Agenda by Kari Fickes, seconded by David Clark

Yes: David Clark, Stephanie Daujatas, Kari Fickes, and Phillip Lukacek.

No: None

5. Public Comment—None present.
6. Report by Trinity Christian College Consulting Team from 7 P.M. until 7:30 P.M.
7. Communications
 - Copy of Friends of the Library meeting room application.
 - I/FAX Report from Illinois State Treasurer's Office
 - Article regarding upcoming program by Chef Michael Niksic
 - Illinois Patriot Information Form
 - Letter re: nomination of a woman from the 6th District to be honored as an "Unsung Heroine".
 - Letter re: Worth Days Festival 2007
 - Flyer re: Free phone bill clinic given by Citizens Utility Board

Kari commented about not sponsoring the Worth Days Festival in 2007, no one seemed to think otherwise. Carol reminded people about the unsung Heroine.

8. Librarian's Report

- Reminder that nominating papers may be filed between January 29th and February 5th.
- We have almost 900 dollars in the Pat Risor memorial fund, Carol recommends something more permanent than buying books such as a bench.
- Carol recommends splitting the full-time position formally held by the late Pat Risor into two part-time positions: Head of Circulation and Head of Technical Services. Carol provided job descriptions of what she envisions from each position. If the board approves, Carol has in mind two current employees to promote within, and she will then have to fill the positions vacated by those employees. Board members were satisfied with her proposal.

9. President's Report

- Dave reviewed his opinion on the presentation by the Trinity team. Dave expressed that he thinks the lower paid employees need special attention (the presentation focused on the higher level employees).

10. Committee Reports

A. Policy & Personnel

- i. Staff holiday lunch--Motion to cater a staff holiday lunch not to exceed \$150 by Kari Fickes, Dave Clark seconded.
Vote: Yes: David Clark, Stephanie Daujatas, Kari Fickes, and Phillip Lukacek.
No: None
- ii. Rescheduled in-service day—The in-service day scheduled for December 1st was cancelled due to the snowstorm. Board members did not object to the request to reschedule staff in-service day for Friday, February 16th.

B. Building & Grounds Committee

- i. Building Improvements—No report.
- ii. Programmable thermostats—Carol is seeking a proposal for our specific HVAC units. Carol is waiting for more information from Filco; Dave recommended that she feel free to seek additional proposals.
- iii. Additional Building & Grounds Issues—Dave asked that Carol check with the handyman about striping the parking lot.

C. Finance Committee—No report.

D. Technology Committee--Phil commented that any extra equipment could be taken to his work when they donate their used equipment to the same charity company we donated to last time.

10. Unfinished Business—None at this time.

11. New business—Motion to approve the 2007 schedule of meeting days made by Kari Fickes, seconded by Dave Clark. Vote: Yes: All; No: None.

12. Set dates for committee meetings – None at this time.

13. Public comment—None present.

14. Adjournment—Motion to adjourn the meeting by Dave Clark, seconded by Kari Fickes. Vote Yes: All; No: None. The meeting adjourned at 8:33 P.M.

Phillip Lukacek, Secretary pro temp

David Clark, President