

**Julia Hull District Library
Board of Trustees
August 15, 2011**

Present: Marina Spitzer, Jackie Schumacher, Jason Miller, Warren McGhee, Darrell Ropp, Sean O'Sullivan; Director Joanna Kluever

Absent: Bill Brod

Public: None

The regular meeting was called to order by President Marina Spitzer at 6:39 p.m.

Secretary's Report: Jackie Schumacher moved that the secretary's report from the July regular meeting be approved. Warren McGhee seconded the motion. Motion carried.

Financial Report: The financial report for August was presented, accepted, and filed.

Director's Report and Circulation Report: The director's report and circulation report were presented, accepted, and filed. Overall circulation for July 2011 was 4.36% lower than July 2010. The IPLAR and AFR have been completed and the population of the district has increased to 8,277 based on the 2010 census. September programming includes canning for beginners, a new Terrific Twos story hour for toddlers and child craft making. The fall book sale will also be from Thursday, September 22nd to Saturday, September 24th.

Unfinished Business:

- a) **Fall Festival:** Ideas for the Fall Festival parade float were discussed. A special committee meeting will be scheduled to further discuss the float.
- b) **FY2012 Per Capita Requirements:** As per the FY2012 Illinois Public Libraries Per Capita Grant, the Board and Director reviewed and discussed its progress in meeting the standards set forth in Chapter 2, "Governance & Administration" of *Standards for Illinois Public Libraries*, and outlined suggestions for improvements. The Board also discussed collaboration with community partners and potential sources of funding within the Library District.

New Business:

- a) **FY12/13 Tentative Budget & Appropriation Ordinance:** Darrell Ropp moved to approve the Tentative Budget & Appropriation Ordinance 11-03. Warren McGhee seconded the motion. Roll Call: Warren McGhee, yes; Sean O'Sullivan, yes; Darrell Ropp, yes; Jason Miller, yes; Jackie Schumacher, yes; Marina Spitzer, yes.
- b) **ILA Conference:** The ILA Conference is scheduled for October 18-20. Darrell Ropp moved to allocate \$1,500.00 from the 2010-2011 surplus for Board and Staff Services and \$985.35 for Juvenile Materials with the remaining \$30,698.44 to be transferred to the High Yield account. Sean O'Sullivan seconded the motion. Roll Call: Warren McGhee, yes; Sean O'Sullivan, yes; Darrell Ropp, yes; Jason Miller, yes; Jackie Schumacher, yes; Marina Spitzer, yes.
- c) **Page Position:** The need for an additional page/substitute library aide was discussed. Sean O'Sullivan moved to advertise for a part-time Page/Substitute Library Aide position that will require working flexible hours and one Saturday per month on an as needed basis. Jackie Schumacher seconded the motion. Motion carried.

Action Agenda:

- a) **Expenditures:** A motion was made by Darrell Ropp and seconded by Warren McGhee to approve the August expenditures. Roll Call: Warren McGhee, yes; Sean O'Sullivan, yes; Darrell Ropp, yes; Jason Miller, yes; Jackie Schumacher, yes; Marina Spitzer, yes.
- b) **Payroll Expenditures:** Warren McGhee moved to approve the August 19th, September 2nd and September 16th payrolls. Sean O'Sullivan seconded the motion. Roll Call: Warren McGhee, yes; Sean O'Sullivan, yes; Darrell Ropp, yes; Jason Miller, yes; Jackie Schumacher, yes; Marina Spitzer, yes.

Darrell Ropp moved the meeting be adjourned. Jackie Schumacher seconded the motion. Meeting adjourned at 8:40 pm.

The next meeting of the Board of Trustees will be held on Monday, September 19, 2011 at 6:30 pm at Julia Hull District Library, 100 Library Lane.

Jason Miller, Secretary