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BOARD OF TRUSTEES  
201 S Kankakee St, Wilmington IL 60481

## **Minutes**

Regular Monthly Meeting  
February 18, 2019  
7:00 P.M.

### **Roll Call Attendance**

Secretary Quigley called roll and a quorum was not established. Trustees present: Quigley, Rezabek, and Zolecki-Browning. Also present: Library Director Meachum and Recording Secretary Parsons. Absent: Clennon, Fitsimmons, Reigh, and Smith.

### **Call to Order**

President Pro-Tem Zolecki-Browning called the meeting to order at 7:02.

### **Pledge of Allegiance**

The Pledge of Allegiance was said.

### **Introduction of Visitors and public comment**

None

Mary Fitsimmons arrived at 7:20 and a quorum was established.

### **Approval of Minutes of Previous Meeting**

The minutes were approved as presented and will be filed for audit.

### **Continued Business**

•DVD shelving update – The library was closed on January 18<sup>th</sup> in order to have the new DVD shelving installed. DVD cases are being converted to sleeves. The new shelving and sleeves will allow the library to expand the DVD/TV series collection.

•The library has received one bid for installing solar panels. Director Meachum plans on getting at least two more bids.

### **New Business**

Friday, February 1<sup>st</sup>, a pipe burst in the ceiling behind the circulation counter. Director Meachum contacted Utica Insurance Company, RPS Construction, C&J Electrical, and Brown's Carpet Care. All companies were at the library in less than an hour to start clean up and repairs.

### **Finance Report**

President Pro Tem Zolecki-Browning reviewed budget numbers. Discussed and reviewed financial reports for November, December, and January.

### **Payment of Bills**

Trustee Quigley moved, second by Rezabek to pay the November operating expenses in the amount of \$33,056.48 and payroll expenses in the amount of \$45,896.84, and the December operating expenses in the amount of \$33,056.48 and payroll expenses in the amount of \$18,937.39. Motion carried by roll call vote with 4 ayes and 3 absent. Ayes:

Fitzsimmons, Quigley, Rezabek, and Zolecki-Browning. Absent: Clennon, Reigh, and Smith.

Trustee Quigley moved, second by Fitzsimmons, to pay the January operating expenses in the amount of \$41,611.03 and payroll expenses in the amount of \$32,351.44. Motion carried by roll call vote with 4 ayes and 3 absent. Ayes: Fitzsimmons, Quigley, Rezabek, and Zolecki-Browning. Absent: Clennon, Reigh, and Smith.

**Report of the Staff**

Director Meachum, Adult Services Manager Healy, and Youth Services Manager Mountford, and Youth Services Programmer Roge submitted written reports in the packet.

**Correspondence**

None

**Announcements**

None

**Adjournment**

President Pro Tem Zolecki-Browning adjourned the meeting at 7:38 pm.