

**PLANO COMMUNITY LIBRARY DISTRICT
JANUARY 19, 2017 REGULAR BOARD MEETING
HELD IN THE DIANA HASTINGS BOARD ROOM
OF THE PLANO COMMUNITY LIBRARY**

President Tom Karpus called the meeting to order at 7:00 p.m. Present were Trustees Ceil Carey, Adrian Frost, Zoila Gomez, Gayle Severson, Kevin Tierney, and Jane Voss. Library Director Deanna Howard was also present.

MINUTES

Trustee Tierney moved that the minutes of the November 17, 2016 Levy Hearing be approved as submitted. Motion carried, 7-0. Ayes-7, Nays-0, Absent-0.

Trustee Voss moved that the minutes of the November 17, 2016 Regular Board Meeting be approved as submitted. Motion carried, 7-0. Ayes-7, Nays-0, Absent-0.

CITIZENS TO BE HEARD None.

CORRESPONDENCE None.

FINANCIAL REPORT

Receipts for November 2016 totaled \$11,826. Of that amount \$9,969 was from property tax receipts and \$1,342 was from fines. Total expenses were \$86,547. Trustee Carey moved the financials be approved. Motion carried, 7-0. Ayes-7, Nays-0, Absent-0.

Receipts for December 2016 totaled \$2,259. Of that amount \$1,480 was from replacement taxes. Total expenses were \$50,080. Trustee Gomez commented that the second quarter of the fiscal year has just finished and that the library has received 95.44% of revenues and the total expenses are at 50.64%. Trustee Voss moved the financials be approved. Motion carried, 7-0. Ayes-7, Nays-0, Absent-0.

BILLS

Bills for December 2016 totaled \$55,355. Of that amount, \$4,481 was paid from the Operating Fund and \$5,509 from the Building and Maintenance Fund. Major expenses for the month were \$2,347 for the Call One telephone bills for November and December, \$4,669 to Constellation for electric, \$1,697 to Nicor for heating, \$28,931 to Sikich for Antivirus and new computers, and \$4,795 to Today's Business Solutions for a new scanner. Since there was no meeting in December payment of the December bills was authorized at the November meeting. Trustee Tierney moved the December bills be officially approved. Motion carried, 7-0. Ayes-7, Nays-0, Absent-0.

Bills for January 2017 totaled \$21,308. Of that amount, \$16,665 was paid from the Operating Fund, and \$4,231 from the Building and Maintenance Fund. Major expenses for the month were \$4,307 to Constellation for electric, \$3,319 to PrairieCat for automation, and \$2,237 to Trico Mechanical for repairs. Trustee Tierney moved the financials be approved. Motion carried, 7-0. Ayes-7, Nays-0, Absent-0.

DIRECTOR'S REPORT

A great crowd turned out for "Visit with Santa". About 95 children talked to Santa and 176 people total attended that program. Circulation Manager Randy Struthers celebrated his 12-year anniversary at the

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Library. The annual Friends of the Library membership drive mailing will be sent in January. That typically brings in anywhere from \$400-\$1,000. The Friends earned \$651 at the November book sale.

The Per Capita Grant application has been submitted. The new public computer installation was just completed. A few tweaks are needed but all is going well. Windows 10 and Office 2016 are on these computers. There are 15 upstairs and 16 in the children's department with two print release stations. Trustee Tierney suggested the Linux operating system be added to the adult computers. The director felt that persons using Linux probably have their own computers and it wouldn't be worthwhile to add them to library computers.

COMMITTEE REPORTS

Building and Grounds: Nothing to report, but Director Howard noted that the roof did not leak after the recent heavy rain and everything drained well.

Finance: A finance meeting is scheduled tonight for 7:30 p.m. to revise the budget.

Personnel and Policy: None.

Fundraising: Trustee Carey reported on the awesome success of the Tea. Leslie Goddard portrayed Jackie Kennedy and presented "Christmas at the White House". Many attendees said it was the best program that we have had.

UNFINISHED BUSINESS

Trustee Election, April 2017: Trustees Voss and Carey filed petitions to run for office in the April 2017 election. They have been certified for the ballot.

NEW BUSINESS

Bond Debt Repayment due 2-1-17: This is an FYI for board members. A bond repayment of \$400,335 is due on February 1.

OTHER

Because Trustee Gomez will not be present for the February board meeting, the Director asked everyone to check their calendars so that we are able to have a quorum for that meeting. The Mayor is still working on all the details for the property at 9 N. Hugh Street, the tax abatement agreements, and transfer to the Historical Society. The transducer on the boiler went out. We had been using another company's used parts, but have finally needed to purchase a new transducer. Boilers have a long life so there do not seem to be any worries on having to replace it at this time.

ADJOURNMENT

Being no further business, the meeting was adjourned at 7:19 p.m.

Ceil Carey
Respectfully submitted,

Ceil Carey

Approved as submitted 2/16/17