

**PLANO COMMUNITY LIBRARY DISTRICT
AUGUST 15, 2019 REGULAR BOARD MEETING
HELD IN THE DIANA HASTINGS BOARD ROOM
OF THE PLANO COMMUNITY LIBRARY**

President Jane Voss called the meeting to order at 7:01 p.m. Present were Trustees Tom Karpus, Natalie Kollmann, Adrian Frost, Gayle Severson, and Ceil Carey. Library Director Deanna Howard was also present.

MINUTES

Approve July 18, 2019 Fundraising Committee Meeting Minutes: Trustee Carey moved that the minutes of the July 18, 2019 Fundraising Committee Meeting be approved as submitted. Motion carried, 6-0. Ayes-6, Nays-0, Absent-0.

Approve July 18, 2019 Regular Board Meeting Minutes: Trustee Kollmann moved that the minutes of the July 18, 2019 Regular Board Meeting be approved as submitted. Motion carried, 6-0. Ayes-6, Nays-0, Absent-0.

Approve July 18, 2019 Secretary's Audit Committee Meeting Minutes: Trustee Frost moved that the minutes of the July 18, 2019 Secretary's Audit Committee Meeting be approved as submitted. Motion carried, 6-0. Ayes-6, Nays-0, Absent-0.

CITIZENS TO BE HEARD

None.

CORRESPONDENCE

None.

FINANCIAL REPORT

Approve July 2019 Financial Statements: Receipts for July totaled \$338,241. Of that amount \$328,821 was from property taxes, \$5,498 from replacement taxes, and \$2,100 from transition fees. Total expenses for July were \$50,854. Trustee Severson moved that the July 2019 financial report be accepted as submitted. Motion carried, 6-0. Ayes-6, Nays-0, Absent-0.

Approve August 15, 2019 Bills: Bills for August 15 totaled \$17,883. Of that amount, \$13,170 was paid from the Operating Fund and \$4,024 from the Building & Maintenance Fund. Major expenses for the month included \$7,439 to Constellation for electric, and \$2,218 to TRICO for repairs. Trustee Kollmann asked about the possibility of installing solar panels to reduce the regular electric bill. Board agreed that it's worth investigating. Deanna will call other libraries for ideas and direction. Trustee Carey moved the August 15, 2019 bills be approved. Motion carried, 6-0. Ayes-6, Nays-0, Absent-0.

DIRECTOR'S REPORT

Summer Reading ended on July 31, and the September-December newsletter arrived in homes this week. Deanna highlighted some upcoming programs. Andrew Block was hired as Library Assistant in the Adult Department and began working on August 2.

COMMITTEE REPORTS

Building and Grounds: Deanna reported that fire department personnel conducted an annual inspection of the building. The annual sprinkler system testing has been completed.

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Finance: Nothing to report.

Personnel and Policy: Nothing to report.

Fundraising: Will meet after the regular meeting.

UNFINISHED BUSINESS

Discuss Trustee Vacancy: Christine Backus has expressed her interest in filling the board vacancy. Trustees reviewed a letter from Chrissy.

Appoint Trustee to Fill Vacancy: President Voss appointed Christine Backus to fill the trustee vacancy. Trustee Karpus moved the appointment be approved. Motion carried, 6-0. Ayes-6, Nays-0, Absent-0.

HVAC Damage and Plan for Repairs: The HVAC was too badly damaged and, with the recent extremely hot weather, too far gone to await a lengthy process for full replacement. Parts for its repair have been covered by insurance, ordered, and are on the way.

RFP for Exterior Work: Trustee Karpus indicated he will work on the RFP for the next phase of exterior repairs. Since most contractors are still busy with storm damage repairs it is better to wait a little while before putting the RFP out.

NEW BUSINESS

Adopt Ordinance 2019-03: FY 19-20 Budget and Appropriations Ordinance: Trustee Severson moved to adopt Ordinance 2019-03. Motion carried, 6-0. Ayes-6, Nays-0, Absent-0.

Approve Chief Fiscal Officer's Estimate of Revenue by Source: Trustee Carey moved to approve. Motion carried 6-0. Ayes-6, Nays-0, Absent-0.

Accept Illinois Public Library Annual Report: Trustee Frost moved to accept the report. Motion carried 6-0. Ayes-6, Nays-0, Absent-0.

OTHER

Trustee Karpus will find a structural engineer to review the roof of the library for a possible solar panel program. The structural appraisal will be used to determine feasibility of the project. Consensus among board members.

ADJOURNMENT

Being no further business, the meeting was adjourned at 7:30 p.m.

Respectfully submitted,
Adrian Frost

Approved as submitted, 9/12/19



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