

Pontiac Public Library Board of Trustees

Monday, April 11, 2011

Meeting was called to order by President Eric Hoover at 5:21pm. Roll was answered by Jane Diaz, Connie Snyder, Bruce Koerner, Amy Dunn, Eric Hoover and Kathy McLean.

Bruce made a motion to approve minutes and bills. Connie seconded the motion. All in favor, motion passed.

Correspondence: nothing to report

Director's Report: Layla proposed the purchase of PC Reservation, a computer program that allows patrons to reserve computer time by scanning their library card. In order to be in compliance with the FOIA, an organizational chart was submitted by director. The chart needs to be approved by the Board. Per capita grant received from state library in the amount of \$12,140.79. The library received an award from Illinois Humanities Council for Road Scholar presentation. Eleven patrons attended a presentation by the Daughters of the American Revolution and six attended the book club. Money Smart classes were held April 4-8. The bake sale to benefit the Children's Department was successful and Melissa was able to purchase a new book cart. Fifty-one children attended the children's programs this month. The library will be participating in Snapshot Day on April 13<sup>th</sup> to show how important libraries are to the state of Illinois. "Snapshot: One Day in the Life of Illinois Libraries" is a project of the Illinois Library Association.

Jane moved to accept the installation of PC Reservations, Connie seconded the motion. All in favor, motion passed.

Jane moved to accept the Organizational Chart, Bruce seconded the motion. All in favor, motion passed.

Finance Committee: did not meet

Building and Grounds Committee: Work on the windows and back stairs is postponed until next week. Phone lines for new phones will be run next week. Credit of \$1100.00 was received from McCoy Construction. Currently two contracts for elevator maintenance are in effect. Bruce is working with the city and lawyer to resolve situation.

Management Committee: did not meet

Long Range Plan Committee: Committee met and discussed potential members of community to be part of the planning process.

Old Business: The decision on rates for printer fees will be tabled until PC Reservation is installed and comparison done with other local businesses offering printing. Research indicates that cost difference between color and black and white copies is minimal.

New Business: Connie made a motion to approve the By-Laws as written, Amy seconded the motion. All in favor, motion passed.

Election of officers

President – Eric Hoover - Bruce made a motion to retain Eric as President, Jane seconded the motion. All in favor, motion passed.

Vice President – Jane Diaz – Eric made a motion to retain Jane as Vice-President, Connie seconded the motion. All in favor, motion passed.

Treasurer – Amy Dunn – Eric made a motion to appoint Amy as Treasurer, Bruce seconded the motion. All in favor, motion passed.

Secretary – Kathy McLean – Connie made a motion to retain Kathy as Secretary, Jane seconded the motion. All in favor, motion passed.

Board Comments: none

Meeting adjourned at 6:40pm.

Respectfully submitted,

Kathy McLean, Secretary

Eric Hoover, President