

Princeton Public Library
Regular Meeting of the Board of Trustees
January 18, 2017 – Matson Meeting Room

1. President Paul Ernst convened the meeting at 7:04 p.m. Roll call attendance:

	Present
Jennifer Alter	X
Mike Bettasso	
Tony Bonucci	X
Ami Chamberlain	
Jan English	X
Paul Ernst	X
Steve Esme	
Drew Russell	X
Carolyn Schafer	X

Also in attendance: Library Director Julie Wayland, Recording Secretary Marcie Jagers

Paul passed around correspondence/thank you notes for review.

2. Agenda Adoption. No changes.

3. Public Participation.

4. Minutes of the November 16, 2016 regular meeting. No corrections needed, minutes approved.

Mike arrived at the meeting at this time.

Paul distributed minutes of the November 16, 2016 executive session. No corrections needed, minutes approved.

5. Treasurer's Report for December 2016

- Jen reviewed some figures. Our reserves as of 12/31/16 were \$474,000; last year at the same time they were \$486,000.
- Our real estate tax number in the budget was \$376,500 and we've received \$366,257. Jen noted that's only about 2.5% less than the levy.
- We are 67% through our fiscal year with expenses running about 70.6%. The board commended Julie and the staff.

Carolyn asked if the city had paid a lump sum instead of the monthly utility credit. Jen has not heard back from the city.

6. **MOTION 16-068** Mike moved to approve payment of bills from November 30 for \$9,347.22, and December 15 for \$6,219.45, and December 31 for \$9,851.23, and January 15 for \$9,173.74, for a grand total of \$34,591.64. Jan seconded the motion, roll call vote:

	Yes	No	Abstain
Jennifer Alter	X		
Mike Bettasso	X		
Tony Bonucci	X		
Ami Chamberlain			
Jan English	X		
Steve Esme			
Drew Russell	X		
Carolyn Schafer	X		
Paul Ernst	X		

7. President's Report.

- Paul introduced Tony Bonucci as a new board member.
- Bill will work on the heater in the airlock between the two doors at the entry. The automatic button for handicapped entrance also needs repaired.

8. Standing Committee Reports

Personnel. Carolyn will be sending the director's evaluation form to board members. Please return it as soon as possible.

Finance. The health insurance policies renew on April 1. We have a 15% increase resulting in an additional \$241 per month. The finance committee needs to meet to determine the future ceiling for premium costs the library will pay.

9. Director's Report.

Paul and other board members commended Julie and the staff for the following: café numbers continue to improve, the outstanding billboard advertisement, the successful non-event fundraiser, the recent article in the BCR, the new meeting room tables.

Julie reviewed her report with the following additions:

- The non-event fundraiser donations were \$1,500 and expenses were \$400. Approximately \$3,000 was raised by fundraising in 2016. Discussion ensued.
- Julie will ask Linda Gustafson if she has any designation for the use of Roger's memorial donations.
- Brian King is working on the VHS to DVD transfer process.
- Lynda.com provides video instructions on a huge variety of topics.
- We have a donor willing to pay for the TBS Scan Station. We get one month free so we can test it out.
- Board members agreed to allow Heartland Bank to use our parking lot for their shred day. Julie was instructed to confirm that Heartland has liability insurance coverage for the event.

- The city taxing bodies meeting will be monthly. Julie invited any board members to attend.
- The Princeton Economic Development Summit is February 2nd from 11:30 to 1:30 at the Ace Distribution Center.
- Julie distributed the PC usage report. Numbers continue to go down. This is probably attributed to patrons bringing in their own devices.

10. Staff and Administration Reports

Julie asked if there were any questions. Discussion ensued regarding programs.

11. Unfinished Business

12. New Business

13. Items for Next Agenda (February 15, 2017)

Present the budget for review

14. Announcements

Paul noted the new pendant lights are installed over circulation, reference, and youth services.

Paul read a letter from Ami Chamberlain announcing her resignation from the board effective immediately. Paul will send a letter to Ami accepting her resignation with regret. Please give Paul any suggestions for new board members.

MOTION 16-069 Mike moved to adjourn the regular meeting. Drew seconded the motion, motion carried. The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Marcie Jagers, Recording Secretary

_____ Minutes approved as read.

_____ Minutes approved as amended.

_____ Paul Ernst, President