

Call to Order and Roll Call

Meeting called to order at: 6:04 PM on Tuesday, February 12, 2019. Trustees and Librarian present were as follows;

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Roxanna Behnke  | <input type="checkbox"/> Samantha McDaniel        |
| <input type="checkbox"/> Dianne Berger              | <input checked="" type="checkbox"/> Abby Shelton  |
| <input checked="" type="checkbox"/> Meghan Fearn    | <input checked="" type="checkbox"/> Dennis Turpin |
| <input checked="" type="checkbox"/> Melissa Felling | <input checked="" type="checkbox"/> David Wheat   |
| <input checked="" type="checkbox"/> Terry Harper    | <input checked="" type="checkbox"/> Steve Ward    |

Quorum

Legal Quorum Present

The presence of six (6) Trustees did constitute a legal quorum for discussing and transacting library business.

Reading and Approval of the Minutes

Minutes approved

Minutes were presented to trustees present for reading. The presiding officer called for any additions or corrections. Corrections or Additions: No corrections or additions noted. With no further additions or corrections, Melissa Felling called for a motion to approve minutes. Terry Harper moved to approve the minutes as presented, David Wheat seconded the motion. Motion passed by unanimous acclamation.

Approval of the Treasurer's Report

Treasurer's Report Approved

Balance in Working Fund: \$76,925.05.

Treasurer's Comments: The library had received the three real estate tax payments of, \$41,832, \$19,405 and \$3,139.

David Wheat moved to approve the Treasurer's report, Terry Harper seconded the motion. Motion passed by unanimous acclamation.

Librarian's Report

Linda Pettigrew health and work status

Roxanna reported that Linda had a physician's appointment for Monday, February 18, 2019 and there was a possibility that she would be released to go back to work.

Communications

No Communications

Unfinished Business (Old Business)

Library Wall Repairs

Dennis Turpin reported that the architects had sent an email indicating that the Library should wait until warmer weather to schedule the initial inspection of the failed wall elements.

New Business

Substitute Employee

Roxanna reported a need for a part time (as needed substitute) employee to work in time of emergencies. She indicated the Kelly Drum had been assisting as a volunteer at the Library. Abby noted that the problem with part time employees at the bank was keeping the employees up to date on policy, procedures and technology. President Felling suggested that the Board revisit the issue in March.

Technology Update

Roxanna indicated that the AV software would be expiring on May 14, 2019 and that it would need to be renewed. The current anti-virus software is Kaspersky at a cost of \$37 per computer for a total cost of \$223 for 3 years or \$7 per month per computer. Laserware currently provides the AV service and passes the subscription charges to the library. The issue before the board was to buy 3 years for \$223 or pay \$7 per month per computer. There were concerns regarding the purchase of Kaspersky (a Russian company) AV software, it was suggested that Roxanna email Laserware and see if other libraries had expressed concerns about using Kaspersky AV. Roxanna indicated she would email Laserware.

Cable Modem Rental Rate Increase

She also noted that Newwave would be increasing the monthly modem charge by \$9 per month. Roxanna noted that the library could purchase a modem and eliminate the modem charge. Several issues were discussed were;

- a) If the Library purchased the modem there would be no service contract
- b) Melissa indicated that on a previous occasion of a modem failure, Zach Wissel was contacted, and he installed in a new modem, Laserware responded that they had not been consulted.

Melissa suggested that Laserware should be contacted for their input regarding the modem. Roxanna indicated that she would write a nice long email to Laserware regarding both technology issues.

Library Seminar

Roxanna indicated that she would be attending a seminar (provided Linda is able to return to work) on autism awareness for people in the library and understanding and supporting those mental health issues. The seminar is in Fairview Heights on March 15, 2019.

Adjournment

Terry harper moved to adjourn the meeting, Meghan Fearn seconded the motion. Motion passed by unanimous acclamation.

The meeting was adjourned at: 6:25 PM