

Tolono Public Library District
Regular Board of Trustees Meeting Minutes
January 5, 2010

Vice President Katrina Olson called the meeting of the Tolono Library District Board of Trustees to order at 7:00 p.m. in the Library meeting room. Present were Paula Baker, Tracy Culkin, Linda Fisher, Katrina Olson, Elizabeth Vavrik, and Tracy Wilson. Staff present was Janet Cler. Absent was Joshua Mikeworth.

The agenda was amended to move up the auditors report.

Elizabeth Vavrik was welcomed to the Board.

Auditor, Larry Fredin from DBH & Associates went through the annual report for the year ending June 30, 2009.

Larry Fredin mentioned that all gift cards to employees need to be included in payroll and taxed appropriately.

Minutes: The minutes of the November 3, 2009 Board of Trustees meeting were reviewed. Tracy Culkin moved to approve the minutes with the following corrections:

Under New Business it was ten employee gift cards not nine for a grand total of \$300.00.

The sentence when Joshua Mikeworth left the meeting the end should read Tracy Wilson seconded. Motion carried.

Treasurer's Report:

Tracy Culkin moved to approve checks as written. Linda Fisher seconded. Motion carried.

Paula Baker brought to the board's attention that the First Bank of Savoy CD #6-4002146-9 is due January 16, 2010.

Tracy Wilson moved to empower Paula Baker to make the best decision and reinvest the money at the best rate. Linda Fisher seconded.

Roll Call Vote taken as follows.

Tracy Culkin	yes
Linda Fisher	yes
Joshua Mikeworth	Absent
Katrina Olson	yes
Elizabeth Vavrik	yes
Tracy Wilson	yes
Paula Baker	yes
The motion passed	6-1 Absent

Library Director's Report: Library Director's report was reviewed.

Tracy Culkin motioned to accept proposal for the new copy machine from Xerox.
Paula Baker seconded.

Roll Call Vote taken as follows.

Tracy Culkin	yes
Linda Fisher	yes
Joshua Mikeworth	Absent
Katrina Olson	yes
Elizabeth Vavrik	yes
Tracy Wilson	yes
Paula Baker	yes

The motion passed 6-1 Absent

Effective January 1, 2010 the standard deduction for mileage is now .50 cents a mile per the IRS.

Janet Cler brought up that we are adding a Blue Ray DVD collection and mentioned maybe we should charge a rental fee for these DVDs.

Tracy Wilson motioned to charge a \$1.00 per DVD for a three day rental with a \$1.00 a day late charge per DVD. Paula Baker seconded.

Roll Call Vote taken as follows.

Tracy Culkin	yes
Linda Fisher	yes
Joshua Mikeworth	Absent
Katrina Olson	yes
Elizabeth Vavrik	yes
Tracy Wilson	yes
Paula Baker	yes

The motion passed 6-1 absent

Program Coordinator's Report: Program Coordinator's report was reviewed.

Unfinished Business:

The Long Range Planning Committee report was given by Katrina Olson.
The town hall meeting for Tolono is scheduled for January 12, 2010.

Approval of policy recommendations was postponed to the February 2, 2010.

New Business:

Discussed circulation policy and will review at the next meeting on February 2, 2010.

Discussed an issue we were having with some patrons.

Tracy Culkin moved to adjourn the meeting.

Linda Fisher seconded. Motion carried.

Next Board Meeting February 2, 2010

Meeting adjourned 8:20 pm

Respectfully Submitted,

Tracy Culkin, Secretary