

**DIVERNON TOWNSHIP BOARD OF TRUSTEES  
LIBRARY MEETING  
NOVEMBER 6, 2012**

The Meeting was called to order by the President at 6 PM.

The President then asked for roll to be called: Linda Baer, Mary Boblitt, LeAnn McCrady, Jane Emerson, Jake Rettberg, Alan Bell and Susie Darling were all present.

Visitors: None

The President then asked for the minutes from the previous meeting. The minutes were read and approved on a motion by Mary Boblitt, seconded by Alan Bell. All were in favor.

The President then asked for the treasurer's report from the previous meeting. The report was read and approved on a motion by Jake Rettberg, seconded by Jane Emerson. All were in favor.

**Building Improvement Committee:**

1. Discuss and vote on transfer of funds to different accounts. Motion was made to transfer to the Special Reserve Account. This was done on a motion made by Alan Bell, seconded by LeAnn McCrady. All were in favor.

**Building improvement:**

1. Generator discussion: tabled as we have received only 1 bid.
2. New carpeted mat for the front entry way of the library and floor covering under the patron's computer chairs and also librarian computer chairs. Tabled, librarian will investigate.
3. New chairs for the library tabled.
4. Discuss and vote on cleaning and gutter guards for library: Alan Bell stated done and all clear.
5. Discuss and vote on putting new lights in front of library above librarians desk and children's area: tabled

Discuss and vote on preventative maintenance agreement from Tee Jay Central Inc on the front door. On a motion by Jane Emerson, seconded by Alan Bell a motion was made to renew the maintenance contract. All were in favor.

**Illinois Open Meetings Act Training:** Kathy Goleman has requested all board members to bring certificates to library when online training is completed.

**Discuss and vote on how credit is to be used from Illinois Heartland library system.** A motion was made to apply the credit to our annual Share Basic fee for 7-1-12 through 6-30-13. The balance of the credit will then apply to our annual Share Basic fee for 7-1-13 through 6-30-14. This motion was made by LeAnn McCrady and seconded by Mary Boblitt.

All were in favor.

The annual Christmas party date will be Monday December 3, 2012.

**Executive session:** none

**Librarian's report:**

Electrical Service and Breaker Box: Installed.

October 24<sup>th</sup> library was closed.

Per Capita Grant: \$1,584.38 has been received.

Part time help: no response

Polaris test: good

Outside bathrooms have been winterized

Back door: not done

Heat register reference room

Outside lights are fixed

The next meeting will be held January 8. Normal January 1 which is New Years Day.

The meeting was adjourned on a motion by LeAnn McCrady, seconded by Mary Boblitt.

Submitted by

Susie Darling, Secretary.