

Ida Public Library
Board of Trustees Meeting
July 22, 2014 7pm
Sullivan Meeting Room

The Ida Public Library Board of Trustees met in the Sullivan Meeting Room on Tuesday, July 22, 2014. Trustees present were: Paul Grover, Annette Gustafson, Jan Knutson, Josie Riley, and Lisa Volkman. Trustees Paul Arco, Vickie Cantrell and Sue Holmes were excused. Also present were Library Director Debbie Bloom and Assistant Director Emily Klonicki.

President Annette Gustafson called the meeting to order at 7 pm.

Secretary's Report: Paul Grover moved and Josie Riley seconded the motion to approve the June minutes. Motion carried.

Presentation and Discussion: Paul Ollmann and Jeff Ernest of Ollmann Ernest Architects were in attendance to clarify questions about the process of obtaining an architectural contract and pursuing the building process. They handed out examples of initial site plans showing how the current land owned could be used and briefly explained the way that other organizations had used a building committee and/or finance committee process. Regarding architect contracts and the library's potential use of an attorney to review such contract, Paul Ollmann indicated that the firm uses a standard contract supplied by a national professional organization and is not willing to deviate from this format. The firm agreed to prepare cost estimates for the creation of preliminary drawings. After the presentation, the Board discussed the information that was presented. Paul Grover suggested that the Board utilize community members with experience in the fundraising process to explain options to move forward. Debbie indicated that she will check with City of Belvidere personnel regarding funding options and that she will ask Fred and state level library personnel about the option of creating an additional taxing district outside the city limits. Annette asked Board members to consider possible community members who could be approached to serve on a Building Committee.

Correspondence: None

Treasurer's Report: A motion was made by Jan Knutson and seconded by Josie Riley to approve the Treasurer's report. Motion carried.

Committee Reports

- A. Building and grounds –
 - 1. Church- Calvary Board approved the year-long lease.
 - 2. 111 W. Hurlbut- Debbie has appointment to meet with Tobin and Ramon to investigate rezoning.
 - 3. 117 W. Hurlbut- New renters paid one month rent but not deposit and have not been successful in obtaining NiCor service. Debbie is to investigate options of obtaining a credit report for future rentals.

- B. Personnel – Debbie was to check on options for contracting for a community survey. She reported that her contacts did not contract for the survey but put their own together by pulling from other surveys. There was no further discussion on a staff survey. Debbie reported that staff member Carol Lundgren will be retiring after 14 years and a breakfast reception will be held in her honor.
- C. Finance - Based on the information received from the architect, the Board agreed that the architect contract will be discussed at a later date. The Board reviewed a letter from Michelle Griepentrog with Alpine Trust and Management Group which indicated that recent memorial funds would earn a higher rate of return if invested rather than used to pay down mortgages. The letter also indicated that Allen Sisson of Alpine Bank would contact the Board regarding refinance options.
- D. Policy – The Policy Committee will need to meet soon to discuss updates to various policies. The Policy Committee will schedule a meeting once Debbie prepares updates to the Collection Policy. Debbie will have this update completed prior to August 1st.
- E. Technology – NO REPORT
- F. Friends of the Library – NO REPORT
- G. Nominating - Brigid Brausen has submitted a letter of interest to the Mayor.
- H. RAILS – NO REPORT

New Business – Debbie explained the requirements for the State of Illinois Per Capita grant including attendance at EDGE training. Annette will attend on behalf of the Board.

Librarian's Report – Summer programs continue to be very active. Staff member Jillian is now a member of the Historic Preservation Commission.

Jan Knutson moved and Josie Riley seconded the motion to approve the Librarian's report. Motion carried.

Lisa Volkman moved and Paul Grover seconded the motion to adjourn. Motion carried. Meeting adjourned at 8:45 pm.

Respectfully submitted,

Lisa Volkman
Acting Secretary

