

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
Finance and Properties

Minutes

Date: February 10, 2016

Time: 4:30 p.m.

Location: Decatur Public Library Board Room

In Attendance: John Phillips (President)
Michael Sexton
Jennifer Sykes
Aaron Largent
Donna Williams

Staff: Rick Meyer, City Librarian
Robert Edwards, Asst. City Librarian

Absent:

Guests:

Call to order

Mrs. Sykes called the meeting to order at 4:31 p.m.

Agenda

Motion to approve the agenda with by Mr. Largent, seconded by Mr. Phillips, unanimously approved

Minutes of Previous Meeting

Motion to approve the January 2016 minutes by Mr. Largent, seconded by Mr. Sexton, unanimously approved

Check Register

There was discussion about the check register. Mr. Meyer stated that he didn't see anything out of order. Motion by Mr. Sexton to recommend the approval of the check register to the full board, seconded by Mr. Largent, unanimously approved

Budget Report

Mr. Meyer stated that that there were some formatting changes on the budgets spreadsheets. He discussed some comparisons to the 2015 budget. There was discussion about the formatting and future modifications to the budget spreadsheet.

Old Business

Decatur Public Library/City of Decatur Building Discussions

Mr. Phillips stated that he had no further news from the City. He said that the board may receive a draft response from the City soon. There was discussion about the possible draft.

New Business

Mr. Largent asked if there was any news about the chiller. Mr. Meyer stated that he expected Hunzeker to be done by the end of the month. There was discussion about the City paying for later maintenance. Mr. Meyer informed the committee on the progress of the RFP. There was discussion about letting the City do the RFP. Mr. Phillips asked how much the project would cost. Mr. Meyer stated that it should be within the \$25,000 - \$35,000 range.

Mr. Phillips asked if the library was planning to expand hours in the New Year. He suggested that if the hours are expanded that it be done by summer. Mr. Meyer said the planned hours were 9:00 a.m. to 8:00 p.m. Mon-Thurs.

Mrs. Williams asked if the Library was still interested in adding the RFID. Mr. Meyer stated that it was and a RFP was currently being created.

Communications from the Public

There was a question from the audience about the budget spreadsheet.

Meeting Adjourned

Motion to adjourn by Mr. Phillips, seconded by Mr. Largent, unanimously approved

Meeting adjourned at 4:59 p.m.

Scribe,
Robert L. Edwards
Assistant City Librarian

Approved 3/9/2016