

**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES**  
**Finance and Properties**

**Minutes**

**Date: March 9, 2016**

**Time: 4:30 p.m.**

**Location: Decatur Public Library Board Room**

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

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

**Absent:** Michael Sexton

**Guests:**

**Call to order**

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

**Agenda**

Motion to approve the agenda by Mrs. Williams, seconded by Mr. Phillips, unanimously approved

**Minutes of Previous Meeting**

Motion to approve the February 2016 minutes by Mrs. Williams, seconded by Mr. Phillips, unanimously approved

**Check Register**

There was discussion about the check register. Mr. Meyer stated that he didn't see anything too surprising. He explained the Gale database purchase and the Chilton auto manual component. Mr. Phillips discussed another option for auto databases used by another individual that he knew. Mr. Meyer stated that he wouldn't mind speaking with the individual if there could be a savings for the library. Mr. Phillips said it could be an alternative solution. There was more discussion about the library purchases. Motion by Mrs. Williams to recommend the approval of the check register to the full board, seconded by Mr. Phillips, unanimously approved

**Budget Report**

Mr. Largent asked Mr. Meyer for an example of the use of the Professional Services line. Mr. Meyer discussed some of the uses of the Professional Services funds, staffing and future projections. There was discussion about some of the Local History donations. Mr. Meyer stated that he would be better prepared to present to discuss Foundation donations at the April meeting. There was discussion about the reserve fund. Mrs. Williams asked if the chiller work had been completed. Mr. Meyer informed the committee

that the work had been completed. Mr. Phillips asked about the status of the RFP and the City involvement. Mr. Meyer informed the committee that the City Purchasing department had suggested acquiring an outside party. Mr. Meyer informed the committee that he was looking at other options.

### **Old Business**

Decatur Public Library/City of Decatur building discussions

Mr. Phillips informed the committee that there had been a series of interchanges with the City attorney and the Library's attorney. He said he thought the last draft reflected what they wanted in the agreement. He said the last meeting with the City officials had been rescheduled and that there were some points and timelines that needed to be discussed. There was more discussion about the draft.

### **New Business**

Mr. Meyer discussed the progress with RFID investigation and the field trip, the expanded hours scheduled for May 1<sup>st</sup> 2016, the marketing and partnerships research that he had recently done and the expiring AFSCME contract which expires in 2017. There was discussion about the AFSCME contract.

### **Communications from the Public**

None

### **Meeting Adjourned**

Motion to adjourn by Mrs. Williams, seconded by Mr. Largent, unanimously approved

Meeting adjourned at 5:10 p.m.

Scribe,  
Robert L. Edwards  
Assistant City Librarian

Approved 4/9/2016