

Lawrence Public Library Board of Trustee Meeting  
Regular Meeting, 7 p.m./Public Library  
Date: 06/16/2015

The Lawrence Public Library Board of Trustees met for its regular monthly meeting. Board members present were: Marilyn Wagner, Mike Neal, Cyndi Hays-Morris, Don Waggoner, Luanne Negley, and Susan Moore. Absent: John White.

Called to order by President Marilyn Wagner at 7:01 p.m.

- I. Recognition of Visitors
  - A. Dave Weger (financial advisor), Carol Hutchinson (librarian), Terrie Tucker (library director).
- II. Approval of Minutes
  - A. Correction of spelling of Luanne's name and a typo
  - B. Approved as corrected by President Wagner
- III. Financial Report
  - A. Accountant's Report
    1. Dave pointed out on Director's and Director's assistant salaries they were over and insurance is under. He pointed out where it needs to be corrected. They are actually on track.
    2. We will be close on the general fund by the end of the fiscal year.
    3. The building fund—we are spending more than we are taking in, but we are still on target.
    4. IMRF—We are pretty close. We need to keep doing what we have been—budgeting a little more to have a buffer for possible future changes.
    5. Working cash fund—we don't show income until the end of the year. It is adjusted with CD's at the end of the year.
    6. He will be getting together with the budget committee to do the budget for the next year.
  - B. Claims
    1. City of Lawrenceville water bill this month is \$28.15. It has been going up and down in recent months.
    2. Guidepost is actually two books at \$17.74 each for a total of \$35.48
    3. Weger, David, CPA \$85 is for April
    4. One bill to add: First Bank Charge Card total of \$324.55
      - a. \$255.23 for youth programs
      - b. \$69.32 stamps/postage
    5. Motion to accept claims with the additions by Susan Moore, seconded by Mike Neal. Passed with roll call vote. (6 yes and 1 absence)
- IV. Director's Report
  - A. Director Terrie went over her report. She added that annual staff evaluations have been completed for 2014. The personnel committee needs to meet to consider salaries for next year.

- V. Youth/Programs Director's Report
  - A. Dianne is on vacation. Terrie presented her report. Kickoff for the summer program was held at two locations. Lawrenceville attendance was 205 and Bridgeport attendance 103. She was happy with the attendance. She felt LHS was the best venue for the kickoff in Lawrenceville. An updated budget was attached to her report.
  
- VI. Unfinished Business
  - A. Building Renovation Projects
    - 1. Main Level Floors—the new committee has not yet had an opportunity to meet. They will be meeting to discuss flooring for the main level only. They will get together with Terrie and look at options and bring back recommendations to the board.
      - a. Money available is approximately \$35,000.
      - b. Bill Zultowski from St. Francisville was mentioned. (Luanne has had his work and thought it was good).
  
- VII. New Business
  - A. Non-Resident Card Agreement Resolution #01-2015 (annual)
    - 1. Terrie reported we do this every year. It is in case (for example) there is someone from Vincennes who works in Lawrenceville. The fee has always been \$35. There might be one or two non-residents. Motioned by Susan Moore, seconded by Don Waggoner. The resolution passed and was adopted. (6 yes—one absence)
  - B. (Actually brought up earlier in the meeting) Don Waggoner brought up that Dave Weger has not had a raise. Dave stated he does not feel he needs a raise.
  
- VIII. Truth In-Taxation Compliance
  - A. This was referred to Dave. No discussion necessary.
  
- IX. Other Business
  - A. Terrie read a letter of resignation from Don Waggoner effective at the end of tonight's meeting. He has served over 15 years.
    - 1. He had a name to suggest to take his place: Erica Bickers
    - 2. It was determined that the trustees appoint a replacement from a list of suggested names. Other trustees may introduce names next meeting and it will be decided.
  - B. Terrie gave out some FYI information about trustee duties.
  - C. FOIA email was noted as something that the trustees need to do.
  - D. The finance committee needs to meet in July, trustees vote in August, and a hearing in September.
  
- X. Motion to adjourn by Don Waggoner. President Wagner adjourned the meeting.

Cyndi Hays-Morris  
Secretary