

Lawrence Public Library Board of Trustees Meeting
Regular Meeting, 7 p.m./Public Library
Date: 03/14/2016 (Changed from regular Tuesday due to Election Day)

The Lawrence Public Library Board of Trustees met for its regular monthly meeting. President Marilyn Wagner called the meeting to order at 7:00 p.m. Board members present were: Marilyn Wagner, Cyndi Hays-Morris, John White, Luanne Negley, and Sue Schultz. Absent: Mike Neal and Susan Moore.

- I. Recognition of Visitors
 - A. Carol Hutchinson (library assistant), Terrie Tucker (library director), and Joyce Abel (assistant director)
- II. Approval of Minutes
 - A. Changes—Under X. Other Business—The Actuarial Foundation is not from the government. Also, Orek should be Oreck.
 1. John White motioned to approve the minutes with the above changes. Sue Schultz seconded. Motion passed
- III. Financial Report
 - A. Accountant's Report—submitted through 2/29/2016.
 1. A check was received which brings us close to the budget.
 2. CD's were renewed for 1% interest.
 - B. Claims
 1. Henderson Transfer was around \$2000 more—this was due to two extra days were required for moving. The stacks were not built to be moved and this caused extra difficulties. The over-all project cost was not increased due to the carpet was \$2400 less than projected.
 2. The Frontier bill has increased due to an excise tax. This may be reimbursed from the government USAC e-rate program.
 3. Moved by Sue Schultz to pay the claims. Seconded by Luanne Negley. Roll call vote passed.
- IV. Director's Report—written report reviewed by Terrie Tucker.
 - A. National Library Week is April 10-16. Ink pens have been ordered to give away as customer appreciation.
 - B. Final tax distribution for \$13,774.54 was deposited.
- V. Youth/Programs Director's Report—Terrie presented Dianne's written report.
 - A. Highlights include "The Philip Gulley" program will be April 7th; "Jane Austen Speaks" will be September 29th; a teen book club organizational meeting was held on March 1st.
- VI. Unfinished Business
 - A. Purchase of Commercial Sweeper
 1. Terrie presented information on five vacuums.
 - a. Wabash Valley--\$400 (in stock) and he can service it
 - b. Home Pro—used by Olney Central College--\$766.59
 - c. Electrolux--\$188.85 (would need to be ordered)

- d. Sears (Dyson)--\$399.99 or \$549.99, (would need to be ordered)
 - 2. John motioned to purchase the one from Wabash Valley for \$400. Luanne seconded. Roll call motion passed.
- VII. New Business
 - A. Daytime security service- VanGuard
 - 1. A representative from VanGuard came to the library earlier in the month to review and gave his estimate. For \$38.65 a month, we could add one wireless receiver, four 2-button wireless hold-up devices, and one personal pendant wireless transmitter to the lease contract that we already have for nighttime services (which is for non-living things for fire/smoke/break-in). Current cost for nighttime services is \$85 a month. This additional price is good for the remainder of the contract, which is approximately two years. The buttons notify VanGuard who contacts the police.
 - 2. Questions to be answered: Does the \$38.65 include installation? Was the nighttime system just leased or leased to own? Would the \$38.65 be leased to own or just leased. If we bought it instead of leasing, what would be the monthly cost of monitoring.
 - 3. This will be tabled pending answering of above questions.
 - B. Technology/Lazerware Antivirus Renewal
 - 1. This is the antivirus program on all of our technology. It covers 15 PC's at \$29.77 each. Shall this be renewed for three years? It can be paid in a lump sum of \$446.55 or per month at \$13.95. (Lump is cheaper). Our current contract expires in May.
 - 2. John motioned to renew using the lump sum of \$446.55. Sue seconded. Roll call vote passed.
- VIII. Other Business
 - A. John White brought up that the Historical Society was given the Kemper CPA building. They want to know if they can come to a meeting sometime to present an idea about housing the material in our backroom to merge with their materials on genealogy and historical documents. Also, would we share a person to be present at their building for it to be open everyday? We would then have that backroom available for a teen room. We agreed they should come to talk to us. John will invite them.
- IX. Executive Session—not required

Submitted by:

Cynthia Hays-Morris, Secretary