

Lawrence Public Library Board of Trustees Meeting  
Regular Meeting, 7 p.m./Public Library  
Date: 03/21/17

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, Mike Neal, Cyndi Hays-Morris, John White, Luanne Negley, Susan Moore, and Sue Schultz. Library director Terrie Tucker was present.

- I. Recognition of Visitors
  - A. Carol Hutchinson (library assistant), Dianne Brumley (Youth/Programs Director), Joyce Abel (assistant director), Crystal Wimberly (Daily Record), Dave Weger (accountant), and Steve Anderson (WAKO)
  - B. Tim Raibley of ADG was present to discuss the windows project (as the board voted to proceed with the project).
    1. ADG will come and make official measurements (as there are some discrepancies with the original plans). They will return with the plans and seek our approval to bid the project.
    2. The bid for the project will be out for 30 days.
    3. The bids will be brought to the board to be opened and registered in a bid tabulation form.
    4. ADG will take the bids back to their office to make sure they are proper, list from lowest to highest, and then bring them back to the board for a decision.
    5. ADG will get full bonding for the bids and awards, full payroll, etc.
    6. Tim brought a set of plans to show us as well as an example of a Project Manual.
    7. The project will be done a section at a time to maintain building security.
- II. Approval of Minutes
  - A. February minutes (by Luann Negley)--Mike moved to approve the revised minutes (minutes will be changed to reflect "it was discussed that the library should remain open if possible during construction) John seconded. Motion passed.
  - B. Susan motioned to approve the special meeting minutes, Mike seconded. Motion passed.
- III. Financial Report
  - A. Accountant's Report (Dave Weger)
    1. We received \$12,500 from property tax money
  - B. Claims—no changes or additions. John motioned, Susan seconded to accept claims. Roll call motion passed.
- IV. Director's Report
  - A. Terrie Tucker presented her report.
    1. E-books checkouts are going up

2. People's state bank has picked up the Library's bond in its entirety over a repayment period of 6-years.
  3. The Daily Record will discontinue publication of the Lawrence County News.
  4. The library will give away tote bags during National Library Week.
- V. Youth/Programs Director's Report
- A. Dianne presented her report.
1. Dianne wondered if construction would begin before the reading program in the summer. The board feels construction will not begin before the reading program is complete.
  2. There will be an adult evening program on April 19th on Mary Todd Lincoln. Refreshments will be provided.
  3. Twenty-five children came for the "Cat in the Hat" program
- VI. Unfinished Business
- A. Adoption of an Ordinance (Ordinance #17-01), Authorizing the Issuance of General Obligation (Limited Tax) Debt Certificates, Series 2017, to Finance Facilities for Lawrence Public Library District, Lawrence County, Illinois, and Providing the Details of Such Certificates, and Related Matters.
1. The financing will be completed by Kings Financial Consulting, Inc. of Monticello, IL. Highlights of the pricing include:
    - a. Direct placement with People's State Bank
    - b. Deposit to project fund of \$125,000
    - c. Priced similar to A range yields
    - d. Aggregate all-in rate 3.33%
    - e. Average annual payments of \$23,881 for 5 years
    - f. Callable at any time—can be prepaid and/or refinanced easily with no penalty
    - g. Total expenses \$5,000-4.00%
  2. A question was raised—upon passage of the ordinance when does the interest begin to accrue. Mr. King was called—interest would begin when papers are signed. The project will not begin for at least 90 days, probably more. A discussion was held on waiting on the bonds until closer to construction.
  3. Mr. King stated waiting a couple of months for the financial paperwork will not be a problem.
  4. Susan made a motion to table the financial issue of getting the bonds until the drawing procedure catches up. Mike seconded. Motion passed. Terrie will call Mr. King and inform him we will wait until we have the bids.
- B. Building Committee report (John)
1. The exterior gable siding project from hail damage from Easter 2016 was completed.
  2. A final insurance payment of \$760 was received for the project and will be transferred to the building fund.
- VII. New Business

A. Trustee books were returned by board members who will be exiting.  
Terrie thanked those who returned them.

VIII. Truth In-Taxation Compliance—no discussion

IX. Other Business—none

X. Executive Session—not needed

Submitted by:

Cynthia Hays-Morris, Secretary