Lawrence Public Library Board of Trustees Meeting
Regular Meeting, 7 p.m./Public Library
Date: July 16, 2019

The Lawrence Public Library Board of Trustees met for its regular monthly meeting. President Mike Neal called the meeting to order at 7:00 p.m. Board members present were: Mike Neal, Cyndi Hays-Morris, John White, Julie Mieure, Joan Brian, and Deanna Ratts-Boyd. Library director Dianne Brumley was present. Board members absent: Janet Faro (out of town)

I. Recognition of Visitors
   A. Bill Richardson (Daily Record), and Dave Weger (accountant). Steve Anderson (WAKO) arrived later in the meeting

II. Approval of Minutes
   A. John moved to accept the June minutes, Joan seconded. Motion carried

III. Financial Report
   A. Accountant’s Report (Dave Weger)
      1. We took in $181,000 more than we spent (partially due to the gift)
      2. $464,521.25 end of FY balance in general fund
      3. Building fund—we spent $22,000 more than we took in (however, we knew this would be the case)
      4. End of the FY year in the building fund $16,524.28
      5. FICA ended the year with $23,079.40
   B. Claims
      1. Julie moved we approve the claims, John seconded. Roll call motion passed

IV. Director’s Report
   A. Dianne reported the following:
      1. There were 108 participants for the Historian visit in conjunction with the LCHS
      2. The packing of the microfilm for shipment has begun. There will be 6 boxes to ship. The total contract is $48,360.00. It will take 1 month to scan and then the reels will be returned. It will take another month for the newspapers to be uploaded.
      3. The fiber optic installation has been completed
      4. The Youth and Program position has been published in the Daily Record on July 3, 5, and 8. The personnel committee will meet on July 29th at 5:30 to interview a possible hire
      5. The summer reading program has gone very well; the last event will be a pizza party this Thursday at 11 a.m.
   B. Computer upgrade
      1. Dianne discussed purchasing two new NUC computers at $768.49 each plus two monitors for $148 each. Total would be $1832.98
2. Julie motioned to purchase the two new computers, Joan seconded. Roll call motion passed

V. Unfinished Business
A. Discussion of LED Lighting/Building Improvements (John White)
   1. We would save $200-250 per month on electric costs if we updated to LED lights, plus at some point florescent lights will be obsolete
   2. The ceiling is coming down in places and may need replaced
   3. John would like for us to see what it would cost for new LED lights (without ceiling) and new lights (with ceiling—suspended tile and lights inside)
      a. John suggests asking ADG architects to come and look over the project. The board agreed John should contact them.

VI. New Business
A. Adoption of Ordinance No. 19-01 to Levy a Tax for Building and Maintenance (Dianne Brumley)
   1. John motioned to approve the above ordinance, Julie seconded. Roll call motioned passed

B. Finance Committee Report: Discussion of Tentative Budget for FY2020
   1. The personnel services were increased to $142,000 partially due to adding a new position
   2. The contractual services were increased to $65,000 due to the digitalization project, which will be paid for by the gift
   3. There is a “transfer out” column--$30,000 will be transferred to the building fund to cover bonds
   4. Utilities were increased to $10,000 due to possible increased charges for the new internet
   5. Building improvement was increased due to more work to be completed for the fiber optic line
   6. Total for General Fund: $296,000
   7. Total for Building and Equipment Fund: $55,500
   8. Total for FICA/IMRF Fund: $31,000
   9. Working Cash Fund: $1000
   10. John motioned to approve the proposed budget, Deanna seconded. Roll call motion passed. (Next month we will vote to approve the actual budget, and then it will be on display for 30 days)

VII. Truth In-Taxation Compliance (not required)
VIII. Other Business: none
IX. Executive Session (not required)

Submitted by:

Cynthia Hays-Morris, Secretary