Lawrence Public Library

Board of Trustees Meeting

August 20, 2019

7:00 p.m.

Place: Library

The Lawrence Public Library Board met for its regular monthly meeting.

President Mike Neal called the meeting to order at 7 p.m. Board members present were: Mike Neal, John White, Julie Mieure, Joan Brian, Deanna Ratts-Boyd, and Janet Faro. Library director Dianne Brumley and staff member Carol Hutchinson were present. Board member absent: Cyndi Hays-Morris (out of town)


II. Approval of minutes: John moved to accept the July minutes, Janet seconded. Motion Carried.

III. Insurance proposals: Roger and Ryan Kull submitted summaries of insurance coverage from 3 companies. The recommended company, Columbia, had the lowest premium of $9620. John made the motion and Deanna seconded the approval of Columbia to be our carrier, starting August 15 of this year. This passed in a roll call vote.

IV. Financial Report (Dave Weger): reported these July ending balances.
   General fund  $457506.
   Building fund  $15766.
   FICA/IMRF  $ 24606

V. Claims: Julie made motion to approve, Joan seconded. Motion passed.

VI. Director's report: Highlights included that the 345 reels of microfilm were received by Advantage Preservation.
   Two new computers have been installed for the Legal Aid site.
   Our wonderful Friends of the Library have allocated money to purchase a lawn mower and new chairs for the community room, and are planning a "Chair-ity" event.

VII. Personnel: Deanna recommended the hiring of Jennifer Buchanan as Youth and Program Director.
   A modified job description is clarifying the former description and was approved by the board.
   John made the motion to hire, and Julie seconded. The motion passed on a roll call vote. This position holds a salary of $25,000 plus insurance and IMRF contributions.

VIII. Other business:
   Tentative budget is on on public display at the library.
IPLAR form was signed by 2 trustees. This certifies the minutes of FY2019.

John reported that the ceiling tile involved in possible new lighting will be checked for asbestos.

Payroll checks generated by Quick Books will now be signed by Dianne for efficient and timely distribution to employees.

Submitted by Joan Brian, in the absence of Cynthia Hays-Morris