

**LINCOLN LIBRARY BOARD OF TRUSTEES BOARD MEETING
OCTOBER 24, 2012
LINCOLN LIBRARY**

Board Present: Donna Ferguson; Jennifer Walsh Hammer, Vice-President; Gary Koch; Marty Ryan, President; Stuart Shiffman.

Board Absent: Mark Denzler; Davida Fanniel; Anthony Schuering, Secretary/Treasurer.

Staff Present: Jeff Blazis, Fiscal Officer; Denise Fisher, Library Assistant II; Barbara Hoffman, Library Assistant II; Nancy Huntley, Director; Lois Morse, Assistant Director; Ben Nanamaker, Librarian I.

Public Present: Jim Solenberger.

President Ryan called the meeting to order at 5:03 p.m.

NEW STAFF WELCOME: New staff members -- Denise Fisher, Library Assistant II; Barbara Hoffman, Library Assistant II; Ben Nanamaker, Librarian I – were introduced to the Board.

MINUTES: Mr. Shiffman made a motion to approve the September 2012 Board minutes with the correction of the Friends Board meeting being scheduled for November 2012. Mr. Koch seconded the motion. The motion carried with Ms. Hammer voting present.

FINANCIAL REPORT & BILL LIST: The September 2012 financial report and bill list were reviewed. The reduction in personal property replacement tax from the State of Illinois will be covered by lapsed salaries resulting from resignations. If additional funds are needed, they will be taken from the 1500s, specifically office furniture and library books/materials.

DIRECTOR'S REPORT:

Holiday Closings -- For the Thanksgiving holiday, the library will close at 5 p.m. on Wednesday, November 21 and remain closed through Friday, November 23. In December, the library will be closed Sunday, December 23 through Tuesday, December 25. The library will also be closed Sunday, December 30. For New Years, the library will close at 5 p.m. on Monday, December 31 and remain closed through Tuesday, January 1.

November-December Board Meeting – The November and December Library Board meetings will be combined and held on Wednesday, December 5, 2012.

Budget FY2012 – The budget process for fiscal year 2013 has begun. The deadline to enter revenue projections is November 7, 2012. Expenditures must be in the system by November 17, 2012. While a maintenance budget, there will be an increase in personnel costs for the new year.

Customer Letters – Director Huntley has received a note complimenting the hard work of staff on the summer reading program. In addition, a letter of thanks from a student at Washington University has been received for Lisa Petros, College Assistance Program (CAP) coordinator, for helping her with the admissions process.

Prayer Breakfast – The annual Mayor’s Prayer Breakfast will be held at 7:30 a.m., on November 13, 2012, at the Hilton. Board members interested in attending should contact Director Huntley.

LINCOLN LIBRARY FOUNDATION: The Foundation Board meeting has been rescheduled for 11:30 a.m. on Friday, October 26, 2012.

FRIENDS OF LINCOLN LIBRARY: The next meeting of the Friends of Lincoln Library Board will be held in November, at which time changes to the January paperback sale will be discussed.

ILLINOIS HEARTLAND LIBRARY SYSTEM (IHLS): No report.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Nominating Committee – Ms. Ferguson and Mr. Koch volunteered to serve on the Nominating Committee and prepare a slate of officers for the December election.

PUBLIC FORUM: None.

EXECUTIVE SESSION: None.

ADJOURNMENT: The meeting adjourned at 5:20 p.m.

Submitted By Kim Hergett