

President John Dittmer called the meeting to order at 4:40pm. Others present were Donna Tracy, Andy Bastert, Angie Perry and Director Amy Gee. David Zanolla, J.R. Parn and Michelle Bavery were absent. John administered the oath of office to Andy.

Donna moved to approve the minutes of the June 12, 2017, meeting; a second was made by Andy. The motion passed.

### **Reports**

**Treasurer's Report:** Andy reviewed the income/expense comparison by category, transaction reports and investment, also including a report of the real estate tax revenue for the fiscal year. There was no per capita grant received. There was \$5,946 more revenue in 2016-2017 than last year with actual income of \$217,708.30. There is a balance of \$119,376.80 in the savings/building fund and \$45,000.00 in assets accounts.

**Librarian's Report:** The elevator is not working today.

A window air-conditioner was purchased from Homestead and installed in a kitchen window by Davis Tribble. Staff appreciates.

Summer reading program this morning had 4-6 in attendance. We are competing with 4-H Week. We will check their scheduling next summer. Otherwise summer reading is doing fine.

Amy reviewed the spread sheet for 2016-2017, showing income and expenses. There remains \$33,731.93 in unexpended funds, which could be transferred to the building fund.

Work Force/ Innovation and Opportunity Act notified Amy that they might have a 17-24 year old who could work 30 hours per week. Work Force would pay the salary with no expense to the Library. Amy will investigate further.

Christine received an LBSS Endowment Fund Grant and will be receiving a full set of the 20 Monarch books for the 2017-2018 year.

**Friends of the Library Report:** The Friends have purchased 8 very nice, slightly used task chairs for our computers. They are working with the staff to help with the end of the year event. The cost of renting a movie for showing outside at Lily's is too expensive. Something else will be planned.

## **Old Business**

Amy distributed an updated Disaster Plan including names of trustees and telephone numbers.

There is no action on the antenna tower. Amy holds the \$100.00 check

Amy has been in contact with Dr. Fred. He says he will have his report ready before our meeting with an architect.

## **New Business**

Amy must submit a Capital Needs Assessment with the annual report. The Board instructed her to list “New building construction” under Type of Work Needed.

A Budget Appropriation with a Total Corporate Fund Expenditure of \$248,325.00 was reviewed. Andy moved to accept. Roll Call 4 yes 3 absent

Andy moved to have all trustees as designated check signers for the First State Bank checking account. He will bring signature sheets to the August meeting.

One response was received and reviewed from our Architect Request for Qualifications. A copy for each Trustee and the Director was received from apaceDesign, a Peoria based architect firm. Andy moved to accept a contract with them. Donna seconded the motion and the motion passed unanimously. Amy will confer with Dr. Fred to determine the next steps.

It is time for a financial audit. Donna moved to contact Mavis Lantz of Quincy. Second by Angie. Motion passed.

John appointed Michelle and himself to audit the secretary’s book. This must be completed by the end of August.

Andy moved and Donna seconded to adjourn.

**The next meeting will be August 14, 2017.**

Angie Perry, secretary pro tem

