

**MASCOUTAH PUBLIC LIBRARY**  
**MEETING OF THE BOARD OF TRUSTEES**  
**MARCH 19, 2013**

The Trustees of the Mascoutah Public Library held its regular meeting at the library on March 19, 2013 at 6:00 p.m.

Trustees present were Nancy Larson, Frank Bandre, Wayne Wilhelm, Suzy Friederich, Anne Schorr, Jordan Kneschke and Merly Friedland; absent were Roger Grodeon and Linda Tribout. Also present was Library Director Marian Albers. Mr. Phillip B. Lenzini and Ms. Ann R. Pieper, attorneys from the law firm of Kavanagh, Scully, Sudow, White & Frederick, P.C., attended by invitation.

President Nancy Larson presided and Merly Friedland recorded the minutes.

Mr. Lenzini led a discussion regarding the Illinois Personal Property Replacement Tax (PPRT), a tax that was created by statute in 1979. Following review of the statute and examination of the records of the Illinois Department of Revenue, Mr. Lenzini's firm is of the opinion that the library is legally entitled to a portion of the tax, which has been paid directly to the City of Mascoutah by the State over many years. He presented supporting data and statistics that were used to calculate the specified portion of the tax that would have been due to the library, beginning in 1991. The meeting with the attorneys was very helpful and informative. The Board will deliberate further on this matter and determine the steps necessary to pursue the interest of the library.

The minutes of the last board meeting on January 15, 2013 were approved as written.

**Financial Report:** Frank presented the Balance Sheet as of February 28, 2013 and the statements of income and expenses for the months of January & February, 2013 and the year-to-date period from May 1, 2012 to February 28, 2013. As planned, major expenditures were applied on special projects connected with the roof grant.

*Upon a motion by Anne, seconded by Wayne, the Board unanimously approved the above financial statements and ordered that the same be filed for audit.*

**Policy Committee Report:** On behalf of the Committee, Marian submitted and recommended for Board approval, proposed changes to Item 6 of the Personnel Policy, particularly concerning employee benefits.

*Upon a motion by Frank, seconded by Suzy, the Board unanimously accepted the above stated recommendation of the Policy Committee, as submitted.*

**Personnel Committee Report:** On behalf of the Committee, Nancy presented and recommended for Board approval, a proposed salary schedule for the library staff for FY 2013-2014.

*Upon a motion by Frank, seconded by Wayne, the Board unanimously accepted the above stated recommendation of the Personnel Committee, as presented.*

**Director's Report:** Please refer to the Director's written report for March 2013, with statistics on circulation and interlibrary loans, for January & February, 2013 vs. the same months in 2012, and non-resident registrations for FY 2012-2013. The report included comments and updates on: 1) Roof grant funds 2) Bike rack 3) Meeting room tables 4) Miscellaneous shelving 5) Computer for Board Treasurer 6) Memorials & donations 7) Database clean Up 8) Display case 9) Window shades 10) Polaris training 11) Director's events and meetings, and 12) Meeting and study room use.

The Director brought up for discussion and Board action the following matters:

EPM Energy Saver proposal – *The Board unanimously voted to exclude the library from participation in the proposed energy saving system by the City of Mascoutah. Motion by Suzy, second by Frank.*

Turfgrator Lawn Bid – *The Board unanimously approved the bid of \$228 for 7 lawn treatments this year. Motion by Anne, second by Wayne.*

Deletion of records – *The Board unanimously approved the deletion of old patrons' records with fines, covering 2009 and prior years. Motion by Jordan, second by Frank.*

Display case – *The Board unanimously approved the donation of glass display case to the Mascoutah Historical Society. Motion by Suzy, second by Jordan.*

Window shades – *The Board approved, by unanimous voice vote, the bid of Eye on Design for \$754 to install new window shades . Motion by Anne, second by Suzy.*

**Old Business:** Relative to the Personal Property Replacement Tax (PPRT) issue, it is the consensus of the Board that it is now appropriate to meet with the proper city officials to look into the possibility of collecting the library's accumulated portion of the tax. It was suggested that a meeting be arranged for Nancy, Frank, and the City Manager to discuss possible settlement.

**Closed Session :** Pursuant to 5ILCS 120/2.c1 of the Illinois Library Rules & Laws Manual, Nancy made a motion, Anne seconded , and the Board approved to go into a closed session at 8:05 p.m. to address personnel matters.

On a motion by Anne, seconded by Wayne, the Board approved the adjournment of the closed session at 8:17 p.m. and the return to open public meeting immediately thereafter.

**New Business:** 1) Thank You Letters received from the Garden Club and the Golden Wings Motor Cycle Club for the use of the meeting room and the Mascoutah Police Benevolent Association for donation to their annual Trivia night.

**Adjournment:** There being no further business, President Nancy, declared the meeting adjourned at 8:36 p.m. The next Board Meeting will be May 21, 2013.

Merly T. Friedland  
Secretary