

**Crab Orchard Public Library**  
**Regular Board Meeting**  
**April 21, 2015**

**Call to Order:** Russ Stoup called the regular board meeting of the Crab Orchard Library District to order at 6:58 pm on April 21, 2015. Russ Stoup, Marge Mangan, Dawn O'Leary, Susan Rolf, Evelyn Barber, Scott Barger and Julie Durr were present. Librarian Director Jennifer Sigler was also present.

**Swearing in of Re-elected Trustees:** The general election results/votes were reviewed. Secretary, Julie Durr, swore in Russ Stoup, Scott Barger and Susan Rolf and President, Russ Stoup, swore in Julie Durr as re-elected trustees of the Crab Orchard Library District.

**Election of Officers:** Mangan resigned as treasurer. O'Leary made a motion to accept the 2015-2017 membership of the board of trustees with Russ Stoup to preside as president, Dawn O'Leary as vice president, Susan Rolf as treasurer and Julie Durr as secretary. Mangan seconded the motion. All were in favor. Motion passed.

**Public Comment:** None

**Minutes of Previous Meeting:** Rolf made a motion to accept the March 2015 minutes. Barger seconded the motion. All were in favor and the motion passed.

**Closed Meeting Minutes:** O'Leary made a motion to accept the closed meeting minutes from March 17, 2015. Mangan seconded the motion. All were in favor and the motion passed.

**Communications:**

- Received a letter from the Illinois Office of the Comptroller concerning the requirement to keep a copy of W9 on file
- Received a notice from the County Collector concerning deposit of mobile home tax money of \$1,138.34
- Received the Per capita grant of \$9,260
- Received a copy of FY2016 Illinet/OCLC Services Program Agreement from the Secretary of State Office
- Received a delinquency invoice from Office of the Comptroller concerning a late fine of \$10

**Report of the Librarian:**

- The library has been reorganized and we are receiving good feedback.
- Book sale has started and will continue through Memorial Day weekend.
- A patron survey is on the website and is also available at the library. Survey results will be collected through May.

**Circulation:**

**Library Statistics for March:**

**Circulation**

Check-outs: 697

Renewals: 124  
ILL out: 234  
ILL in: 134  
E-books: 170  
Total circulation: 1359

**People in**

Adults – 426  
Children – 76  
Computer uses – 73

**Financial Report:** Barger made a motion to accept the March 2015 financial report. Barber seconded the motion. All in favor and the motion passed.

**Payment of Bills:**

Barger made a motion to pay the bill to Penworthy for \$374.30 (Book orders). Rolf seconded the motion. All were in favor and the motion passed.

Barger made a motion to pay the bill to Overdrive for \$3,000 (\$1,000 Subscription service, \$2,000 Materials credit). O’Leary seconded the motion. All were in favor and the motion passed.

**Unfinished Business**

- a) **Audit:** Dean Snider sent an email of questions to be answered in order to be able to complete the audit. Discussed suggestions for creating meaningful financial statements.
- b) **Library Credit Card:** The credit card application was returned for additional information including proof of nonprofit status and proof of legal business name.

**New Business**

- a) **Trustee training webinar # 2:** Tabled

**Closed Session:** None

**Adjournment:** Barber made a motion to adjourn the regular board meeting of the Crab Orchard Library District at 8:07 pm on April 21, 2015. Mangan seconded the motion. All were in favor and the meeting adjourned.

Minutes submitted by secretary, Julie Durr.