

## Lenox Township Library Board Minutes from July 15<sup>th</sup> 2016

Present: Shirley Drake, Sue Dudgeon, Phino DeLeon, Mark Goralczyk,

Absent: Lisa Martin

Staff: Karen White-Owen

Meeting was called to order at 6:12 p.m.

Meeting agenda from May meeting was reviewed - motion made by Shirley Drake to approve, second by Sue Dudgeon - motion passed

Minutes from May meeting reviewed – motion made by Sue Dudgeon to approve, second by Shirley Drake - motion passed

Treasurer’s report from May meeting was reviewed – motion was made to approve payment of the May bills by Phino DeLeon, second by Shirley Drake - motion passed

A proposal was made by Karen White-Owen to move funds from “supplies & postage” to;

- Adult books \$650.00
- Equipment \$1131.00
- Insurance \$200.00
- Programming \$25.87
- Repairs \$397.81
- Workshops \$1000.00

\*During the discussion it was discovered that actions had already taken place to move the funds. Mark Goralczyk explained that moving forward no action will take place in the future without board’s review and approval prior.

\*\*An action item was made to look into the overage for the “workshops” budget. At the next meeting it we will learn how and how much it was over.

Motion was made by Shirley Drake to approve the proposal, second by Phino DeLeon - motion passed

A proposal was made by Karen White-Owen to move funds from “automation” to “salaries” in the amount of \$9460.50 – motion was made by Phino DeLeon, second by Shirley Drake - motion passed

Motion was made by Phino DeLeon to approve payment of the June bills, second by Shirley Drake - motion passed

Karen White-Owen identified the changes on the expenses report where changes had been made to 2016-2017 budget – motion was made by Sue Dudgeon to approve the 2016-2017 budget – second by Phino DeLeon - motion passed

Update: status of Fanning/Howey Associates Proposal documents

“We will have to be transparent with our need to find 3 bids prior to making a final decision on the architect.”

Discussion was held on moving forward with the study to determine the feasibility of a new library. It was determined that Karen White-Owen will contact Mr. Davis to determine his availability to meet with the board at a future date to discuss a “chore by chore” option

An action item was made for the creation of a F.A.Q. to explain/answer some of the questions, objections or concerns that arose from the survey monkey. In an attempt to address those on the website or Facebook page. Mark Goralczyk will start those posts, the date to be determined at a later date

Update: Bank status, everything has been moved to Flagstar as of this meeting

Next meeting to be determined based on the answers by Mr. Davis

Motion was made by Shirley Drake to adjourn – second by Sue Dudgeon – motion passed

Meeting adjourned at 7:18 p.m.