

Lenox Township Library

Board Minutes

May 19, 2017

- I. **Call to Order:** The regular meeting of the Board of Trustees of the Lenox Township Library was called to order at 6:12 PM by Goralczyk.
Present: Mark Goralczyk, Phino DeLeon, Shirley Drake, Rhonda Davis, Virginia Hofman
Staff: Karen White-Owens
Absent: Gretchen Sterling

- II. **Approval of the Agenda:** A motion was made by Drake, seconded by DeLeon to approve the agenda. Motion carried.

- III. **Public Comment:** None

- IV. **Secretary's Report:** Approval of April's minutes were tabled until corrections could be made and reviewed.

- V. **Treasurer's Report:** A motion was made by Hofman, seconded by Drake to approve the payment of bills for April. Motion carried.

- VI. **Director's Report:**
 - a. **FOIA Request:** White-Owens shared a FOIA request that the library received, as well as her discovery regarding the requested information, along with what and how much information can be divulged. The board discussed what our next steps will be toward the request moving forward. Item was tabled until next meeting.

- VII. **New Business:**
 - a. **Salaries:** White-Owens shared her recommendation for a salary increase for the staff for the 2017/2018 fiscal year. The board deliberated and discussed what the numbers will be as well as the impact toward the budget. A motion was made by DeLeon, seconded by Drake to approve a salary increase. Motion carried.
On a side note, White-Owens will provide the new adjusted salary amounts at the next

board meeting for the board to fully comprehend the impact to the new budget.

b. Audit: A request was made by Goralczyk to adopt the names of the line items utilized in the annual audit report to be the same as the monthly budget reports. This will eliminate extra entries as well as align the data across both reports. The new reports will be reviewed after the changes have been made.

VIII. Old Business:

- a. Library Rebranding:** White-Owens shared the results of the discovery regarding changing the name of the library. As well as what some of the requirements will be post rebranding. Further discussion took place about possible name choices and options. The decision was tabled until a further meeting.
- b. Life Property:** DeLeon shared the current market value of the property adjacent to the library, along with a disclosure that the figures were based on public record and could adjust based on the facts of the property. The result was an approximate value of \$130K. No further action planned to take place at this time.

IX. Next Meeting: The next meeting is June 16th, 2017.

X. Adjournment: On a motion by Hofman, seconded by Drake, the meeting adjourned at 7:36 PM

Submitted by:

Phino DeLeon, Secretary