

**Forest Park Public Library
Board of Trustees Monthly Meeting Minutes
Monday, August 20, 2018
Orrin Thorson Conference Room, 7:30 pm**

Opening of Meeting

- A. Karen Childs called the meeting to order at 7:31 pm.
- B. Roll call: Trustees present: Lin Beribak, Karen Childs, James Pekoll, Brooke Sievers, and Nathalie Wheaton. Staff present: Pilar Shaker, Deb Harris. Guests present: Shawn Hickey from Lauterbach and Amen
- C. Lin Beribak made a motion to approve the agenda for the August 20, 2018, Board meeting, as submitted. Nathalie Wheaton seconded the motion and it carried.
- D. Brooke Sievers made a motion to approve the July 16, 2018, Board meeting minutes and the February 26, 2018, finance meeting minutes, as submitted. Karen Childs seconded the motion and it carried.

Reports

- A. Audit Presentation by Lauterbach and Amen staff. Shawn Hickey reviewed the annual financial report and the management report. Items of note were the very slight underfunding of the Audit Fund and the correction of the Insurance Fund. Pilar asked Mr. Hickey if he was familiar with the method suggested by the library's lawyer to correct underfunded funds by amending the appropriation via a resolution? Mr. Hickey confirmed that this was a common way to handle the issue.
- B. Director's Report: Pilar requested feedback from the Board trustees on the new website, the security monitor job descriptions, and possible date for trustee training on disability awareness.
- C. Treasurer's Report: Income came in and we're on track for spending FY2018-19.
- D. Board Committee Reports: none
- E. Trustee Reports: none

New Business

A. Brooke Sievers made a motion to approve the payment of bills in the amount of \$47,043.38. Lin Beribak seconded the motion and it carried.

Beribak	aye	Victorson	absent
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

B. Karen Childs made a motion to approve the payment of the August 31, 2018, and September 14, 2018, payrolls. Nathalie Wheaton seconded the motion and it carried.

Beribak	aye	Victorson	absent
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

C. Lin Beribak made a motion to approve the Approval of Resolution 18-003 to Levy the 2018 Buildings & Grounds tax in the amount of \$72,222, as submitted. James Pekoll seconded the motion and it carried.

Beribak	aye	Victorson	absent
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

D. Brooke Sievers made a motion to approve the Resolution 18-004 to Levy 2018 Tax Year in the amount of \$1,920,547, as submitted. Nathalie Wheaton seconded the motion and it carried.

Beribak	aye	Victorson	absent
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

E. Lin Beribak made a motion to approve the Resolution 18-005 to transfer funds to Special Reserve in the amount of \$949,145, as submitted. Karen Childs seconded the motion and it carried.

Beribak	aye	Victorson	absent
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

F. Brooke Sievers made a motion to approve the Resolution 18-006 advising Village of Amended Financial Requirements in the amount of \$7,000 transferred from General into Insurance, as submitted. Lin Beribak seconded the motion and it carried.

Beribak	aye	Victorson	absent
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

G. Nathalie Wheaton made a motion to approve the annual audit, as submitted. James Pekoll seconded the motion and it carried.

Beribak	aye	Victorson	absent
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

H. Karen Childs made a motion to approve the Award of the Roof Restoration Bid to Malcor Roofing Inc. subject to receipt of evidence of all required insurance and bonds, in the amount of \$188,000, as submitted. Lin Beribak seconded the motion and it carried.

Beribak	aye	Victorson	absent
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

I. Brooke Sievers made a motion to approve the execution of the Owner-Architect Agreement, Rider, Exhibit and State License Verification for Malcor Roofing, as submitted. Nathalie Wheaton seconded the motion and it carried unanimously.

J. Karen Childs made a motion to approve the Board meeting dates for 2019, as corrected (January 2019 is listed as January 2018 in packet) and the meeting time is adjusted to 7pm. Lin Beribak seconded the motion and it carried unanimously.

No executive session

Adjournment

Karen Childs made a motion to adjourn at 8:25 pm. Nathalie Wheaton seconded the motion and it carried.

Respectfully submitted,
Brooke Sievers, Secretary