**MINUTES OF THE SPARTA PUBLIC LIBRARY BOARD OF TRUSTEES**

Monday May 4, 2015

The May 4, 2015 meeting of the Sparta Public Library Board of Trustees was called to order by President Domenica McDonald in the main study area at 7:00 p. m.

Members Present: Absent: Steven Gerlach

 Don Adams Fran Vallo

 Anne Bourner Domenica McDonald

 Richard Cavalier Peggy Petkas John Clendenin Bob Taylor

Others Present: Susan Colbert, Library Director

The minutes of the April 6, 2015 meeting were reviewed. John Clendenin moved and Fran Vallo seconded that the minutes be approved as amended. Motion carried unanimously.

**Treasurer’s Report**

The Treasurer’s report for each fund for the month of April 2015 was reviewed by the Board. It was moved by Fran Vallo and seconded by Peggy Petkas to accept each of the reports with corrections. The motion carried unanimously.

The bills for April 2015 were reviewed by the Board. It was moved by

Peggy Petkas and seconded by Richard Cavalier to pay the bills presented and other regular monthly bills that come after the meeting date. The motion carried unanimously.

**Librarian’s Report**—Susan Colbert

1. Discussion was held to buy a tape recorder with multiple microphones. Susan will check into this item.
2. It was moved by John Clendenin and seconded by Richard Cavalier that the non-resident fee remain at the current rate ($63) in compliance with Illinois State law. Motion carried unanimously.
3. It was moved by Anne Bourner and seconded by Fran Vallo that the June meeting be moved to the second Monday, June 8, 2015. Motion carried unanimously.
4. It was moved by Fran Vallo and seconded by Peggy Petkas that the library close for Friday, July 3rd and Saturday, July 4th. The motion carried unanimously.
5. Fran Vallo has volunteered to teach a class on resume building and on completing job applications.
6. It was moved by Peggy Pelkas and seconded by Richard Cavalier to take $95.65 from programming for the Chalk It Up event. The motion carried unanimously.
7. It was moved by Fran Vallo and seconded by Bob Taylor to accept the Librarian’s Report. Motion carried unanimously.

**Old Business**

Personnel Committee: Fran Vallo reported that evaluations were completed. Lois Cunningham will retire from part-time on July 31st. Lois will continue to volunteer and substitute on a limited basis. It was moved by Richard Cavalier and seconded by Bob Taylor to accept Lois’ resignation and the personnel committee report. Motion carried unanimously.

**New Business**

1. A discussion was held concerning tile in the Men’s bathroom. Richard Cavalier and Bob Taylor will report at the next meeting.
2. The estimate for replacing the tile in the main room from Tracy Smith will be sent to the City.
3. Bob Taylor reported that the new windows require construction to prep for the new windows. Wright’s Building Center and Liberty Glass will submit bids. Bob feels the best option is to build up the outer part to be even with the interior.

The next meeting is June 8, 2015.

It was moved by Peggy Petkas and seconded by Richard Cavalier to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Anne Bourner