

**Centralia Public Library**

**Meeting Minutes**

**April 13, 2017**

**TRUSTEES PRESENT:** Jim Hollis, Rhonda Brandow, Linda Luke, Julie Riechert, Marilyn Dick, Carolyn Dawson, Jerry Hamilton, Laurie Grimes, Angie Taylor.

**TRUSTEES ABSENT:** None

**OTHERS IN ATTENDANCE:** Director Jack Meyer, City Administrator Matt Harline.

President Taylor called the meeting to order at 6:21pm.

**MINUTES:** The minutes of the March 9, 2017 meeting were reviewed. No changes were proposed. Motion by Trustee Dawson to accept the minutes as presented; second by Trustee Luke. All in favor, motion approved.

**TREASURER'S REPORT:** The Board reviewed the current budget and financial reports. Director Meyer advised that an audit has been scheduled for the end of April, and is on a self-imposed audit basis. Director Meyer also discussed that the recent disbursement for a new heater had been appropriated from the capital contributing fund and building and grounds fund. Trustee Dick moved to accept the treasurer's report as presented; second by Trustee Grimes. All in favor, motion carried.

**NEW BUSINESS:** City Administrator Matt Harline met with the Board to review the recent City of Centralia water/sewer invoices. For the past two years the library's water bill has averaged approximately \$20 per month; however, the March 2017 water bill from the City was \$1103.53 and April 2017 was \$46.11. Director Meyer has been working with Harline and Harper Plumbing to calculate the total possible water usage per month. It was determined that the 340,000 gallons charged to the library for March usage were not plausible, and deviated from the normal monthly usage of 3000 gallons. Harline has found no evidence of a meter malfunction and will continue to research the possibility of a software calculation error at the City. Harline will report back to the Board with an acceptable refund for March and April overpayments.

**OLD BUSINESS:** Director Meyer reported that the replacement furnaces have been installed by Chapman Heating and Air Conditioning.

Trustee Grimes expressed concern about the old water heater, which the Board previously decided would not be replaced this year. The Board requested that the Director continue to check the water heater monthly to monitor for possible leaks.

Director Meyer reported that a new insurance policy for Directors and Officers Liability coverage has been written with NSI/Westbend Insurance Co, through Gallaher Insurance Group in Mexico.

**DIRECTOR'S REPORT:** The new 3D printer has been activated at the library and community interest has been strong. Director Meyer gave a tutorial presentation of the scanner, printer, Thingiverse website, and several examples of printed items. Cost for printing the 3D items is currently set at \$.05 per gram.

The community garden plot has been tilled by Rodgers Rental (Donnie Rodgers) donated labor, and is ready for community planting. An opening date has been set for April 22, 2017. Ritchie and Sons Hardware has donated seeds to the project.

Director Meyer will attend the Missouri Public Library Directors Conference in Columbia, Missouri in May 2017. Cost for this conference is \$90.

The Library Director was recently approached by Park Department Director Erle Bennett with a proposal to construct an all-inclusive, ADA compliant playground on the east side of the library's vacant lot. An expanded, upgraded parking lot would also be included with this project. Possible grant opportunities are being researched by the Park Director. The Library Board gave preliminary approval to proceed with formulating detailed plans for this project, but no formal discussion or vote was held.

**PRESIDENT'S REPORT:** No new items.

Trustee Hamilton made a motion to adjourn the meeting; second by Trustee Luke. Motion carried and the meeting was adjourned at 7:21pm.

The next regularly scheduled meeting will be held on May 11, 2017 at 6:15pm at the Centralia Public Library.

Marilyn Dick, Board Secretary