

**MINUTES OF THE KANEVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
May 3, 2016**

**TIME AND PLACE OF MEETING:** The meeting of the Kaneville Public Library was held on April 5, 2016 at the library. The regular meeting was called to order at 6:28 P.M.

**ROLL CALL:** Jodi Springsteen, Lynda Fillipp, Peggy Ward, and Karen Kneller were present. Mary Henderson, Mary Niceley, Annette Theald were absent.

**Minutes:** The minutes were read and approved from April.

**Lynda will be the acting recording secretary until we have a quorum to vote for a new secretary.**

**Minutes were approved as read with corrections.**

**Treasurer's Report:** The treasurer reported that everything was on track budget. Approval of bills and purchase orders was made.

The budget was presented for the board's discussion. Quickbooks was installed and ready. With Quickbooks, all treasurer information is now stored in the Cloud with the treasurer, president and director having access to files. No information is kept on computer hard drives.

Electric was over budget for April. We will move monies to cover next month.

Triumph carpet specialist. Peggy donated the first area of carpeting. Kids area 175, main area 300 – for \$475 the whole library will be cleaned.

Peggy suggested we wait until we clean the office out and then have

OCLC service agreement was file waiting for payment to be received in July.

Kane County Wildlife – write a letter for donating \$50.00 for the presenting for the KCCC.

**Director's Report:** The director's report was read and open for discussion.

Lynda got permission to purchase a projector and popcorn maker for summer reading.

Library clean up day was set for May 15<sup>th</sup>.

Essential Oils class was scheduled for May 19<sup>th</sup>. Lynda will advertise in Elburn Herald, local businesses, facebook and website.

Lynda presented the board with information about what a merger with SWAN would cost KPL. Lynda will research how much it would cost us to merge with PrairieCat. The library needs to plan for a substantial increase when MAGIC merges with SWAN in 2019. It was suggested that we start preparing for it now.

Summer Reading is plans are progressing. Sign up begins May 16<sup>th</sup>. Lynda will purchase prizes and decorations. Lynda will create an ad for Elburn herald.

**New Business:**

**Purchase Order Process** – Peggy finished a spreadsheet for the purchase order process but didn't bring it to this meeting. The board will discuss next month.

New Trustees – Mary Henderson resigned her trustee position. The board is looking for two new trustees with the acceptance of Mary Henderson's resignation. Lynda will post on Facebook the need for library board trustees.

**Old Business:**

**Public Comments:** None

**Adjournment:** The meeting adjourned at 7:50PM

**Agenda Items for May:**

- Approval of May minutes
- Edge project
- Summer Reading
- New Library trustees

Respectfully submitted,  
Lynda Fillipp  
Acting Secretary