



## 2. Treasurer's Report- None

### LIBRARIAN'S REPORT

- Mrs. Wnuk went over the financial status of the library with the bottom line of the construction project complete. The balance of Bond CD009 acct#1102 comes to \$58,565.82. With the help of Janet Matthys, Auditor & Wendy Flaherty, Bond Counsel; Mrs. Wnuk explained that the interest income of \$31,751.54 earned from the Referendum Fund can be transferred to the Operating Fund. The remainder \$26,814.28 could be used for the BCA bills paid from the Operating Funds before the Referendum Funds were received or can go back to the Reserved Funds needing it most. The motion for this action will be on next months agenda.
- The Group Insurance Policy will be on next months agenda due to time constraints.
- Landscape designs for the Library's south façade were presented. The project will be completed in phases. The first phase is to clean, level, hydro-seed and plant a few low bushes under the windows. After that, minimum plantings of a low maintenance variety will be added as funds are available.
- Mary Fran at the Park District has written a grant to renovate and preserve the Itasca Depot.
- Resizing the Library Newsletter was taken in stride by the community.
- The cuts in janitorial service are being seen in the building. A cleaning list for the staff may be in order.
- The display "What is Addition" has brought in a lot of traffic and interest by surrounding communities.
- The increase in fines as noted in the new Circulation Policy will take effect June 1<sup>st</sup>, if approved by the board.
- Another successful "Shape of Itasca" took place with Mrs. Swanson representing the Library.

### REPORTS OF COMMITTEES OF OFFICERS

#### OLD BUSINESS

#### NEW BUSINESS

##### 1.) **Motion to approve Circulation Services Policy.**

Mr. Westen made and Mr. Golden seconded the motion to approve the Circulation Services Policy as distributed.

**Voice vote: Ayes: All Nays: None Motion Passed.**

##### 2.) **Motion to approve Interlibrary Loan (ILL) Policy.**

Mr. Moersch made and Mr. Westen seconded the motion to approve the Interlibrary Loan (ILL) Policy as distributed.

**Voice vote: Ayes: All Nays: None Motion Passed.**

Photocopying up to 26 pages of interlibrary material is standard service among libraries.

##### 3.) **Motion to approve Tutor Board Policy.**

Mr. Golden made and Mr. Westen seconded the motion to approve the Tutor Board Policy as distributed.

**Voice vote: Ayes: All Nays: None Motion Passed.**

**4.) Motion to approve Homework Shelf Policy.**

Mr. Westen made and Mr. Nelson seconded the motion to approve the Homework Shelf Policy as presented.

**Voice vote: Ayes: All Nays: None Motion Passed.**

It was noted that text books are school property. Missing or damaged materials are reported to the schools for replacement.

**5.) Election of Library Board Trustees Officers**

Mr. Westen made and Mr. Golden seconded the motion to keep the following Library Board Trustee Officers for another year of service; Maxine A. Swanson as President, Paul J. Nelson as Vice-President, David C. Westen as Treasurer and Sharon R. Laughlin as Secretary.

**Voice vote: Ayes: All Nays: None Motion Passed.**

**CLOSED SESSION**

**ADJOURNMENT**

With no further business before the board Mr. Golden made and Mr. Nelson seconded the motion to adjourn.

**Voice Vote: Ayes: All Nays: None Motion passed.**

The meeting adjourned at 7:42 p.m.  
Minutes were written by Constance Ronnberg.

I hereby note these minutes are approved.

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Sharon R. Laughlin, Secretary

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Date