I. CALL TO ORDER: The meeting was called to order at 6:03 p.m. by Board President, Neil Reinhardt.
PRESENT: Phyllis Palmer, Neil Reinhardt, Bill Strong Jr., James Brusatte, Jameson Campagne, and Melissa Hulse (arrived at 6:10 p.m.).
ABSENT: Jean Batson-Turner, with notice.
STAFF PRESENT: Molly DeBernardi, Library Director; Lisa Katrein, Publicity & Outreach Coordinator.
VISITORS: There were no visitors.

II. CHANGES TO AGENDA: There were no changes to the agenda.

III. SECRETARY’S REPORT: The Secretary’s Report for the Reddick Public Library District Board of Trustees Regular Meeting of Monday, February 11, 2019 was reviewed. Motion by Bill Strong Jr., 2nd by Phyllis Palmer to accept the Secretary’s Report for the Reddick Public Library District Board of Trustees Regular Meeting of Monday, February 11, 2019 as written. All ayes. No nays. Motion carried.

IV. APPEARANCES: There were no appearances.

V. CORRESPONDENCE: The Board received the following correspondence:
1. Trustee Election Ballot Proof for the April 2, 2019 Consolidated Election from the LaSalle County Clerk. The ballot was reviewed, signed, and returned to the County Clerk’s office via email on February 15, 2019.
2. Notification letter and distribution of funds for the I-80 North TIF District from the LaSalle County Treasurer. The check for $71,865.88 was deposited into the General Fund checking account at Ottawa Savings Bank on February 27, 2019.
3. Email from library patron regarding Public Services Coordinator’s exceptional readers’ advisory and communication skills.

VI. FINANCIAL REPORT: The February 2019 Disbursements and February 28, 2019 Financial Reports were reviewed and discussed. Molly reported that the principal of the Working Cash 2 CD ($127,006.14) and final distributions of 2017 Working Cash funds ($92,850.10) were rolled into one new CD at Ottawa Savings Bank on February 19, 2019, earning 2.84% APY. Interest earned on the Working Cash 2 CD ($1,010.21) was drawn off and immediately deposited into the General Fund checking account. On February 14, 2019, the Special Reserve CD opened on February 14, 2018 was closed out; the funds ($101,510.82) were immediately deposited into the Special Reserve checking account at Ottawa Savings Bank. On March 2, 2019, the Special Reserve CD opened on August 30, 2017 reached its next 6-month mark and the funds from both Special Reserve CDs (totaling $140,179.18) were consolidated into one new Special Reserve CD Ottawa Savings Bank, earning 2.84% APY. All board members received a copy of the updated escalator CD maturation schedule. Motion by James Brusatte, 2nd by Bill Strong Jr. to approve the February 2019 Disbursements, and to accept the February 28, 2019 Financial Reports and place the reports on file for audit. Roll call vote as follows: Jameson Campagne, aye. Phyllis Palmer, aye. Bill Strong Jr., aye. James Brusatte, aye. Melissa Hulse, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

VII. LIBRARY DIRECTOR’S REPORT:
1. A written report was sent electronically to all board members that included the following attachments:
   a) March 2019 events calendar.
   c) Copy of article, “Tales from the Circulation Desk,” by Ricci Dale (PrairieCat PING!).
2. Frank’s Lock & Safe was on-site to replace the lock on the service door; John’s Service & Sales replaced the fan box motors on VAV boxes 4 & 10.

VIII. COMMITTEE REPORTS:
1. Finance Committee: No committee report.
2. Personnel Committee: No committee report.
3. Building and Grounds Committee: No committee report.
4. Library Services and Policies Committee: No committee report.

Reddick Public Library District Board of Trustees Regular Meeting Minutes, Monday, March 11, 2019
IX. **UNFINISHED BUSINESS:** There was no unfinished business.

X. **NEW BUSINESS:**

1. **Approve purchase of patron computers and associated technology upgrades:** A proposal from the library’s Technology Coordinator was sent electronically to all board members and included in the print board packet. The proposal included general information, specifications, and quotes for seven (7) new patron computers, upgraded hard drives, and application and operating system upgrades. Molly noted that Per Capita funds would be used to purchase the new patron computers and all associated technology upgrades. Discussion followed. **Motion by** Bill Strong Jr., **2nd by** Phyllis Palmer to approve the purchase of patron computers and associated technology upgrades. **Roll call vote as follows:** Jameson Campagne, aye. Phyllis Palmer, aye. Bill Strong Jr., aye. James Brusatte, aye. Melissa Hulse, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

2. **Approve renewal of firewall security suite:** General information and quotes were sent electronically to all board members and included in the print board packet. Molly explained that these services run on the library’s SonicWall firewall and update automatically on a daily basis to protect the network against threats. Discussion followed. **Motion by** James Brusatte, **2nd by** Melissa Hulse to approve the purchase of a 3-year firewall security suite renewal for a total cost of $1,504.73. **Roll call vote as follows:** Jameson Campagne, aye. Phyllis Palmer, aye. Bill Strong Jr., aye. James Brusatte, aye. Melissa Hulse, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

3. **Approve multi-year agreement for annual audit service:** Results of the request for proposal (RFP) issued for audit services were compiled and sent electronically to all board members and included in the print board packet. Molly noted that Brian Zabel & Associate’s quote came in significantly lower than the other three firms. Brief discussion followed. **Motion by** Phyllis Palmer, **2nd by** Melissa Hulse to approve Brian Zabel & Associates for audit services from 2019-2021 at a fee of $3,650.00 annually. **Roll call vote as follows:** Jameson Campagne, aye. Phyllis Palmer, aye. Bill Strong Jr., aye. James Brusatte, aye. Melissa Hulse, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

XI. **Motion by** Melissa Hulse, **2nd by** Bill Strong Jr. to adjourn the meeting at 7:15 p.m. All ayes. No nays. Motion carried.

XII. The next regular meeting of the Reddick Public Library District Board of Trustees will be Monday, April 8, 2019 at 6:00 p.m. in the Reddick Library Community Room.

Respectfully Submitted,

Bill Strong Jr., Board of Trustees Secretary

Lisa Katrein, Recording Secretary

Reddick Public Library District Board of Trustees Regular Meeting Minutes, Monday, March 11, 2019