Roxana Public Library District
Board of Trustees
September 4, 2007

The meeting was called to order by President David Schmidt, at 5:40 pm.

Members present:
- David Schmidt
- Judy Loyd
- Vickie Johnson
- Diane Herndon
- Virginia Clark

Absent:
- Lisa Lacher

President Schmidt clarified the board officer's terms and election dates. Clark/ Johnson moved to elect David Schmidt for president, Diane Herndon for Vice-president, and Judy Loyd for Secretary/ Treasurer.

Ayes
- David Schmidt
- Judy Loyd
- Vickie Johnson
- Diane Herndon
- Virginia Clark

Motion Carried

Herndon/ Johnson moved to approve the minutes from the August meeting.

Ayes
- David Schmidt
- Judy Loyd
- Vickie Johnson
- Diane Herndon
- Virginia Clark

Motion Carried

Secretary Loyd read the summary of the Finance Committee meeting on July 17th.

The financial reports were presented. Schmidt/ Johnson moved to pay the unpaid bills.

Ayes

David Schmidt
Judy Loyd
Vickie Johnson
Diane Herndon
Virginia Clark

Motion Carried

The replacement of the heating and cooling equipment was discussed. Three contractors picked up the bid documents. The bids will be available for review at the October meeting. A meeting with the interior designer was planned for this week. Slaydon Glass submitted a bid to replace the damaged glass in the front of the library. The glass replacement will be reviewed as part of the remodeling project.

Director's Report
August 7, 2007

Activities

8/1 PLAC (Public Librarian Advisory Committee) Mtg.
8/7 Meeting at LCLS-GateNet planning mtg.
8/22 GateNet Advisory meeting
8/27 Pre- Bid meeting
8/25 IPLAR (Annual State Report) completed

Staff
We have added a new page to our staff and her name is Stephanie Porter. She is being trained and has picked up the job duties quickly.

Technology
I have renewed our Internet Security software. It has been installed and most of the glitches are out.

Computer Usage Stats

	TOTAL	AVERAGE
January, 2007	720	20.6/ day
February, 2007	605	26.3/ day
March, 2007	702	26.0 / day
April, 2007	777	32.4/ day
May, 2007	817	34.0/ day
June, 2007	866	32.0/ day
July, 2007	724	28.96/ day
August, 2007	842	31.2/ day

Door Count

January, 2007	2538	101.5/ day
February, 2007	2229	96.9/ day
March, 2007	3129	115.8/ day
April, 2007	2807	117.0/day
May, 2007	3042	126.8/ day
June, 2007	3088	114.4/ day
July, 2007	2883	115.3/ day
August, 2007	2939	101.5 / day

The budget was reviewed and discussed. The various funds expenses were explained. Herndon/ Clark moved to adopt the Ordinance 07-13 creating a working cash fund

Ayes

Judy Loyd
Vickie Johnson
Diane Herndon
Virginia Clark

No

David Schmidt

Motion Carried

Clark/ Johnson moved to adopt the Ordinance 07-14 adopting a resolution to levy a building and maintenance fund tax.

Ayes

Judy Loyd
Vickie Johnson
Diane Herndon
Virginia Clark
David Schmidt

Motion Carried

Johnson/ Herdnon moved to adopt the Ordinance 07-15 Budget and Appropriations

Ayes

Judy Loyd
Vickie Johnson
Diane Herndon
Virginia Clark
David Schmidt

Motion Carried

The statistics for the previous year were reviewed and explained.
The meeting was adjourned at 6:25 p.m.

The next meeting is Tuesday, October 4, 2007, at 5:40 pm.

Respectfully Submitted
Judith Loyd
Secretary/ Treasurer