

## Gilman Library Trustees Meeting

February 19, 2008

### Minutes

Called to order 2:10 PM

Attendance: Shirley Copeland, David Birdsey, Steve Holly and Holly Brown.

David made a motion to accept the minutes as read. Shirley seconded the motion. Treasurer's Report was noted and placed on file as follows:

Checking \$23,114.81

Money Market \$62,081.52

Building Fund \$14,421.86

Steve Holly of A.G. Edwards will write up an Investment Policy on behalf of the Gilman Library that will be reviewed by the Trustees for final approval. Steve indicated that the stocks held by the Gilman Library were looking good at \$282,976.00. If it became necessary to draw on any of the interest, the library could feel free to call Steve and obtain access to funds usually within three days. More discussion will follow.

There was some discussion regarding moisture that had accumulated on the rug at the front of the meeting room. Parks and Recreation/Grounds and Maintenance responded immediately to the situation and it was determined the moisture may have resulted from the build up of ice and snow located at the front of the building. Fans were put in place to dry the area. Library staff and Alton Parks and Recreation/ Grounds and Maintenance staff will watch the area and take appropriate action should it become necessary. More discussion will follow.

David made a motion to purchase a small folding platform truck, costing \$135.55, to be used by Gilman Library staff while transporting inter-library loan materials from one floor to another. The motion was seconded by Shirley. The purchase will be made with funds from a grant (for \$4000.00) that was recently awarded to the Gilman library by Bank of America on behalf of The Lincoln Family Foundation. The remainder of the grant will be set aside to support the library computer network and automation system. More discussion will follow.

The Gilman Library recently received a very generous gift of \$691.00 from the Prospect Mountain High School PTSA for the purpose of purchasing new books for the library collection appropriate for preschool aged children (ages 3-5). The books will be selected and purchased by December 31, 2008. A list of the books purchased will be submitted to Cathy Fraser, Library Media Specialist, and Prospect Mountain High School.

Page Roofing is unavailable for the next three months. David is expecting a call when they become available. If we don't hear from them by that time, David will contact them to obtain a quote for placing flashing on the valleys of the roof that are beginning to crack and leak after ten years.

The snow is providing good insulation for the drain located at the edge of the parking lot and Depot Street. Dave has noted that the drain is clear and there was no sign of any ice build up.

Meeting adjourned 3:55 PM

The next meeting is scheduled for Tuesday, March 18, 2008 at 2PM

Respectfully Submitted,

Holly Brown