

The Village of Phoenix Library District Monthly Meeting Minutes – 10/29/16

**Meeting Call to Order: 10:27AM**

Roll Call: Dudley-Present: Loggins - Present: Proctor Harris - Present: P Harris – Present: Mahaffey – Present: Buckner - Present

Absentees – Trustee Wells

**Moment of Silence:**

Trustee Proctor – Harris

**Reading of previous meeting minutes:**

**Correspondence:**

The Village of Phoenix Library received a letter from the Law Offices of Hiskes, Dillner, O'Donnell, Marovich, Lapp LTD dated October 20, 2016. This letter is regarding the representation for the Library on a pending legal case. Within the letter outline the details for hiring the attorney firm and fees. The Board of Trustees reviewed the letter and has agreed to the following:

- Hiskes, Dillner, O'Donnell, Marovich, Lapp LTD will represent the Phoenix Library
- The hourly rate will be \$135
- The library's Board of Trustees will go into an Executive session to further discuss the detail of the pending lawsuit. After the executive session, the Library's Trustees will resume discussing the library's normal business agenda

Motion to approve Correspondence – Trustee Proctor-Harris

Second motioned to approve – Trustee Harris

Roll Call: Proctor Harris: P Harris: Dudley: Buckner: Loggins – All Yes

***The motion was approved.***

**Library Director's report:**

The library director's report was reviewed and feedback shared

**Friends of The Library:**

No report during this period.

A request was submitted to The Friends of The Library for the payment of books and DVDs

**Finance Report: Treasurer and Finance Secretary:**

<b>Balance: \$33,905.98 as of September, 2016</b>		
<b>Expenses:</b>	<b>Amount:</b>	<b>Comments</b>
AT&T	\$75.84	September's Bill
Attorney Michelle Broughton	\$1,056.00	Invoice Dated 10/3/16
Klein, Thorpe	\$580.00	FOIA Advise
Fall Celebration	\$100.00	
Family Reading Night	\$385.00	
<b>Total:</b>	<b>\$2,196.84</b>	

Motion to approve to pay current expenses by Trustee Loggins

Second motion to approve the proposed payment of bills – Trustee P. Harris

Roll Call: Proctor Harris: P Harris: Dudley: Buckner: Loggins – All Yes

***The motion to pay current expenses was approved by the Board of Trustees.***

Outstanding billing –

No outstanding bills at this time to be discussed with the Board of Trustees.

**Old Business:**

Family reading night will be held November 12, 2016. The agenda will follow the same as the previous year's agenda.

Trustee Proctor-Harris will be meeting with a representative from the Easter Seals regarding hiring an employee to work for the Library. This employee's salary will be paid through the Easter Seals, but will be working for the Library. Once the meeting is held, the details will be presented to The Board of T and Trustee for review and approval.

Motion to approve Old Business – Trustee Loggins

Second motioned to approve – Trustee Harris

Roll Call: Proctor Harris: P Harris: Dudley: Buckner: Loggins – All Yes

***The motion was approved.***

**Executive Session Began: 11:27AM**

**Executive Session Closed: 11:50AM**

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**New Business:**

Trustee Dudley was contacted by the Census Bureau requesting the library's address and telephone number; the information was given to them.

**Newsletter:**

The newsletter will be completed in November.

**Meeting adjourned: 11:52AM**

**- Next meeting: 11-12-16**