

The Village of Phoenix Library District Monthly Meeting Notes – 01/28/17

**Meeting Call to Order: 10:06AM**

Roll Call: Trustee Dudley-Present: Trustee Loggins - Present: Trustee Proctor Harris; Present: Trustee P Harris; Present: Trustee Mahaffey; Present: Trustee Wells Present

Absentees – Trustee Buckner:

**Moment of Silence:**

Trustee Proctor – Harris

**Reading of previous meeting minutes:**

Motion to Approve Previous Minutes with necessary changes – Trustee Proctor-Harris

Second Motion to Approve Previous Minutes – Trustee G. Dudley

Roll Call: Trustee Dudley; Trustee Loggins; Trustee Proctor Harris;-Trustee P Harris; Trustee Mahaffey; Trustee Wells: All Yes

***Minutes for Meeting Dated December 17, 2016 Approved.***

**Correspondence:**

There was a letter received from the Secretary of State, it is currently under review.

**Library Director's report:**

The Director's Report was reviewed the information is as follows:

A file cabinet will be purchased

There is a project that may require over time by the staff. This project is the review is assessment of overdue books.

There is in Internet invoice that has been approved to be paid

The charge to Fax has increased to a \$1 and additional pages \$.25

There will be in Legislative event on February 14, 2017, it is agreed that members from the library staff should attend this event

Motion to approve the Director's Report Trustee Proctor Harris

Second motion to approve the director's report trustee P. Harris

**Friends of the Library:**

The reimbursement check in the amount of \$1,434.96 has been disbursed and will be deposited next week. The next meeting is pending.

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

| <b>Balance: \$22,151.09 as of December 31, 2016</b> |                   |                         |
|---|-------------------|-------------------------|
| <b>Expenses:</b>                                    | <b>Amount:</b>    | <b>Comments</b>         |
| AT&T  | \$75.846          | December's bill         |
| Lawyer Fees   | \$405.00.00       | Law Offices of Michelle |
| School District                                     | \$5,590.60        |                         |
| SWANS   | \$606.50          |                         |
| Library Calendar                                    | \$300.00          |                         |
| <b>Total:</b>                                       | <b>\$6,977.96</b> |                         |

Motion to approve to pay current expenses by Trustee Proctor-Harris

Second motion to approve the proposed payment of bills – Trustee Mahaffey

Roll Call: Trustee Dudley: Trustee Loggins : Trustee Proctor Harris ; -Trustee P Harris; Trustee Mahaffey; Trustee Wells – All Yes

**Outstanding Bills: –**

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

**Old Business:**

The Library calendars will be complete and ready for distribution in January.

**New Business:**

The Village of Phoenix library district will be hosting computer classes starting April 22, 2017 through June 17, 2017

Art classes will be held during second quarter 2017; dates to be announced.

Black History event will be held February 25, 2017 at 12:00PM.

**Newsletter:**

The next Newsletter will be published in the Summer/Fall of 2017

**Book Club – 2/27/17**

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**Meeting adjourned: 11:10AM**

Motion to approve to adjourned - Trustee Proctor-Harris

Second motion to adjourn – Trustee Wells

Roll Call: Trustee Dudley: Trustee Loggins: Trustee Proctor Harris;-Trustee P Harris ; Trustee Mahaffey;  
Trustee Wells – All Yes

**Next meeting: 2-25 17: 10:00AM**