

**Three Rivers Public Library Board Meeting Minutes**  
**Tuesday, April 23, 2019**  
**6:00 PM**

- I. **Call to Order:** Chairperson Keefer called the TRPL Board meeting to order at 6:00 PM.
- II. **Roll Call:** Chairperson Keefer asked Fleckenstein to take minutes and call the roll in the absence of Rachel Raakman. The following persons were present: Cindy Fenwick, Mike Friesner (representing Lockport Township), Julie Keefer, Mike Fleckenstein, Sara Van Oss, Linda Munro, and Lydia Sherwood. Absent: Rachel Raakman.
- III. **Public Comments:** Anna Smith thanked the members of the board for their service.
- IV. **Approval of the Agenda:** Motion by Fleckenstein, support by Sherwood to approve the agenda with the addition of consideration of the minutes of the TRPL Special Meeting on April 18, 2019. 4-0
- V. **Approval of Minutes March 20, 2019 Special Meeting, March 26, 2019 Regular Meeting and April 18, 2019 Special Meeting:** Motion by Fleckenstein, support by Keefer to approve the minutes of the three meetings. 4-0
- VI. **Business:**
  - A. **Review, Discussion and Approval of Budget for FY19-20:** Motion by Fleckenstein, support by Munro to approve the budget as presented by staff. Discussion of cuts included and note that the budget contained revenues in the form of donations. Fleckenstein suggested that the target for donations be raised to restore cuts to book budget and programming. 4-0
  - B. **Review, Discussion and Approval of Renovation Project:** See below
  - C. **Discussion and Possible Decision to Award the Bid for the Renovation Project:**

After discussion regarding a lack of confidence by staff and the board in the completeness of the bid documents, possible deficiencies in the bids and a lack of communication by Arkos Design, a motion by Fleckenstein, support by Sherwood to table both the approval of the renovation project and the awarding of the bid for the project. Staff noted there would be a meeting held with the low bidder (Brussee Brady Construction), Arkos Design and Library staff to identify any issues seen by the potential contractor with the project documents. 4-0
- VII. **Financial Reports**
  - A. Revenue and Expenditure Report (March, 2019)
  - B. Balance Sheet (March, 2019)

- C. Invoice Lists (1-16 – 1/31/2019) (1/30/2019-2/15/2019)

Motion by Fleckenstein, support by Keefer to approve financial reports. 4-0

**VIII. Reports and Updates**

- A. Director's Report
- B. Teen Librarian/Assistant Director Report
- C. Children's Librarian's Report
- D. Statistics

**IX. Board Comments**

**ANNOUNCEMENTS: Next meeting: Tuesday, May 28<sup>th</sup>, 2019 at 6:00 PM**

- X. **Adjournment** – Motion by Fleckenstein, support by Keefer to adjourn the meeting at 06:55 PM 4-0