

Speedway Public Library – March Meeting of the Board of Trustees

March 2, 2016

Meeting Attendees: Darsi Bohr (Director), Tina Campbell (President), Bernie Cinkoske (Treasurer), Richard Meiss (Secretary), Tom Popcheff (Vice President), Scott Speer, and Carolyn Stewart. Suzanne Deboer was excused. One member of the public was present.

The meeting was called to order at 7:03 PM by President Tina Campbell. The minutes of the Feb. 3 meeting were approved unanimously, as moved by Tom Popcheff and seconded by Carolyn Stewart.

Director's Report and Items Arising

- The requested changes in the materials variance resolution were made by Mr. Bob Lutz, the Library attorney, and the Board signed the Library Director's Directive regarding the Policy on Materiality and the Process for Reporting Material Items. The Board reviewed the internal controls documents that are being prepared; no action was taken, to allow time for Board members to review specific provisions. The documents will be ready to file with the Division of Local Government Finance by its June 30, 2016 deadline.

- The letter terminating the Library's association with Sirsi/Dynix has been drafted by Mr. Lutz and sent to that company's Legal Department. Meanwhile, the rough spots in the new software and its operation are being ironed out, thanks to the patient and willing efforts of the Library Staff. These continuing efforts will soon result in smoother operation and service to patrons.

- During the March 14th to April 3rd vacation of the Director, Ms. Toni Sekula will become Temporary Director.

Financial Matters

- The Board reviewed the current financial reports and again noted that the year was progressing with expenditures within the budget and generally on a par with last year's income and expenditures.

- Mr. Lynn Gorrell is working on specific wording of the Library's Materiality Policy and other internal controls and he welcomes any input from the Board.

- Claims and Warrants for the month of February 2016, in the amount of \$76,101.43, were reviewed. Carolyn Stewart moved for approval, and Bernie Cinkoske seconded; the motion passed unanimously.

New Business

- There was no new business arising.

Adjournment

- There being no further business, Tom Popcheff moved for adjournment, and Tina Campbell seconded the motion. The Board agreed unanimously, and the meeting was adjourned at 7:36 PM. The next regular meeting will be on April 6, 2016, at 7:00 PM.

Respectfully submitted,

Richard A. Meiss, Secretary