

Anne West District Library Board of Trustees Meeting

August 24, 2021

Meeting at Anne West Lindsey Library Conference Room

Meeting was called to order at 6:30 pm by Allison Owen and a determination of a quorum was established with the following board members physically present: Bill Slider, Elaine Miskell, Sheri Hunter, Debbie Johnson, Allison Owen, Heather Abell and Jim Koonce. Employees present were Mary Stoner, Pam Alstat (employees) and Jennifer Sigler, financial secretary. Visitor was Steve Sims.

Approval of the agenda was approved with a motion made by Heather Abell, and seconded by Bill Slider. The motion carried. All voted yes.

Approval of the Minutes was made by Bill Slider and seconded by Jim Koonce. Motion carried with all yes.

In Public Comments, Steve Sims went over the building expansion. Due to a Covid outbreak in the Shoe Brothers Co., the outside handrail still hasn't been completed. Banterra Bank is still going over the Loan Waiver for the Bank Approval of Payment #11. In a motion by Jim Koonce and seconded by Elaine Miskell, the Board voted to pay Payment #12 portion from us, after the Bank Loan Portion, in the amount of \$27,027.50 to Ross Construction. All voted yes.

In Communications, the library filed an incident report about a child falling and bloodying his nose. He is fine. The Library received notice from First Mid Bank has a CD that has matured. Debbie Johnson made a motion, with Bill Slider seconding, to cash this CD and move it to our Investment Account at Banterra Bank. All voted yes.

Jennifer next gave the Financial Secretary Report. There were no changes in our memorial accounts this month. Profit and Loss overviews were given along with check details. The report was accepted, per audit by a motion by Debbie Johnson and seconded by Elaine Miskell. All voted yes.

Mary gave the month's Library Director's report. We received reports from Jessi, who is working hard on Teen/Adult groups, and is working hard on multiple grants. Jessica's report on Children's activities went over the Summer Reading Program and her programming, both passive and active. She is actively working with Tri C to provide joint programs. She has multiple community cooperation activities planned with multiple groups. Mary gave the overall circulation statistics, which continue to improve from last year. The Library respectfully turned down the offer to house a statue from the City of Carterville. The Board applauds all that the Library workers have done to maintain "life as normal" while handling construction, Covid, and everything else that comes their way. The Board has asked Mary to start looking at Insurance Bids this Spring. Debbie Johnson moved to accept Mary's report, seconded by Sheri Hunter. All voted yes.

In Unfinished Business, the Board respectfully declines the Eagle Scout Project presented to them.

In Board Action on the Financial Secretary's requests, Bill Slider motioned and Jim Koonce seconded to move \$100,000 from Special Reserves #1 to Operating Fund. All voted in favor.

In Board Action on the Library Director's Request, Bill Slider made the motion and Heather Abell seconded, to pay the Invoice of \$5,384.52 to PhoneM.A.C.S LLC for the installation of data network cables and equipment for the new Addition. This money will be taken out of our Capital Improvement Fund. All voted in favor.

In New Business, Tax Levy Ordinance 21-02 was signed and will be filed at the County Courthouse.

The Evaluation of the Board Meeting Minutes from last year was reviewed and accepted. The Illinois Public Libraries Annual Report has been submitted. FOIA/OMA certification is still on hold due to State technical problems.

In Trustee Training, the Board went over Chapter 10 in Standards for Illinois Public Libraries.

Next meeting is set for September 28, 2021

Heather Abell moved to adjourn, Debbie Johnson seconded, all voted yes. Adjourned at 7:36 pm

Respectfully submitted,

Debbie Johnson