

Anne West District Library Board of Trustees Meeting

November 23, 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: Heather Abell, Elaine Miskell, Sheri Hunter, Debbie Johnson, Allison Owen, and Jim Koonce. Bill Slider was absent. Employees present were Mary Stoner and Jennifer Sigler, financial secretary. Visitor was Steve Sims.

Approval of the agenda was approved by all saying yes, after Elaine Miskell had made the motion and Heather Abell seconded.

A motion to accept the minutes was made by Jim Koonce, seconded by Elaine Miskell, with all voting yes.

In Public comments, Steve Sims went over Payment #12, a pay request for \$40,371.20 to pay Ross Construction, with the Library to pay their expected amount. This leaves the library left with only the 5% retainage when all work is finalized. With a motion by Jim Koonce, seconded by Debbie Johnson, this was voted on, with all saying yes for the Pay request #12 to be paid.

In Communications, the Library received their 2nd installment of Williamson County taxes for the Library District, in the amount of \$169,059.73.

In a move by Sheri Hunter and seconded by Elaine Miskell, the Board moved to accept the 2021 Annual Financial Report, to be sent to the State of Illinois Comptroller. All voted in favor. Jennifer presented the monthly Financial Report. Jim Koonce moved to accept the report, per audit, and Elaine Miskell seconded. All voted yes.

Mary gave the monthly Library Director's report. The Board was thrilled to hear how well the Star Viewing Program went over, with great weather cooperation 😊 and more than 70 participants. Library Circulation is up this month both more than in September and also an increase from last year's statistics. The Library continues to see great numbers in viewing our weekly Storytime virtual recordings. Fifty-five treat bags were given out to go along with our Halloween stories the week of Halloween. In Jessi's report for our teen/adult programs. Jessi has 8 different activities planned for our teen population during the month. Congratulations to Children's Librarian Jessica on the birth of her new son, Henry! With Debbie Johnson making the request and Elaine Miskell seconding, the Director's report was accepted, with all voting yes.

In a request from the Financial Secretary, it was moved to transfer \$100,000 to the Operating fund. This was approved, after a motion by Jim Koonce and seconded by Sheri Hunter.

Mary checked with First Southern on their rates for their various accounts. This is tabled until January 2022.

No other Board action was given, nor committee reports given. There will be a by-laws report given in January. The Strategic Plan evaluation will also be given in January.

The Director and the Board reviewed and discussed the checklists at the end of each chapter in the booklet "Serving our Public 4.0 standards: Standards for Illinois Public Libraries". In doing this we have successfully fulfilled one of the areas in the Per Capita Grant.

In New Business, in the Spring we will open up bids for insurance. When Christmas in Carterville happens later in December, the Friends of the Library will help our library have a table in town

There is no meeting in December. The next regular Library Board meeting is scheduled for January 25, 2022.

Debbie Johnson moved to adjourn at 7:22pm, and Heather Abell seconded. All voted in favor.

Respectfully submitted,

Debbie Johnson