

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

March 21st, 2019

1. Call to Order/Roll Call

The meeting was called to order by President, Ron Mense, at 7:03 p.m. with the following Board Members present: Jackie Billings, Julie Crosby, Ann Hart, and Ron Mense. Absent: Brett Clasquin, Tony Gilbreth, and Steve Jines. Others present were Library Director, Jenna Dauer, and Recording Secretary, Linda Hill.

2. Citizen Comment

There was no citizen comment at this time.

The following items on the agenda (Items 3-6) were approved as a whole by vote under a consent agenda:

3. Approval of Minutes

Minutes from the February 21st, 2019 board meeting were reviewed.

4. Communications

The Director received notice from the State of Illinois that a FY2019 per capita grant in the amount of \$6,008.75 has been awarded to the District.

5. Treasurer's Report/Approval of bills

The January 2019 Treasurer's Report was reviewed. The check registry to date was also reviewed. Board Member Ann Hart suggested investigating the possibility of moving funds over the \$200,000 mark to the new bank in Smithton depending on Money Market or CD rates. The Director will contact the Bank of Waterloo for rate information.

6. The Librarian's Report

The Board reviewed the Librarian's report. Past and future events were enumerated. Staff Member Deanna Vielweber resigned and Mackenzie Widell was hired in her place. There will be a Staff Training day in April. Staff evaluations will be completed during the last week of March. The Director asked the Board if they felt the need to do annual evaluations of her performance. The Board did not feel this was necessary. Summer Reading will begin in May. Library Statistics were reviewed.

Motion to approve Agenda Items 3-6 as a whole under a consent agenda was made by Jackie Billings and seconded by Julie Crosby. A roll call vote was taken:

Billings:	Aye
Crosby:	Aye
Clasquin:	Absent
Gilbreth:	Absent
Hart:	Aye
Jines:	Absent
Mense:	Aye

The motion was passed with all in favor.

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7. New Business

7.1 Illinois Municipal Retirement Fund (IMRF) Revision in Employee Handbook – Discussion and Approval

A motion to adopt the updated IMRF policy for the Employee Handbook was made by Jackie Billings and seconded by Ann Hart. A roll call vote was taken:

Billings:	Aye
Crosby:	Aye
Clasquin:	Absent
Gilbreth:	Absent
Hart:	Aye
Jines:	Absent
Mense:	Aye

The motion was passed with all in favor.

8. Board Concerns

Board Member Ann Hart reminded the Board that the next meeting date will be on April 19th, which is Holy Thursday, and that some board members will be unable to attend. The Director will investigate to see if a change in date is necessary in order to have a quorum.

The Director reported on a meeting with Friends of the Library President, Judy Chinn, over the possibility of adding on to the Library building. The Director is also moving toward getting a building needs assessment completed this summer.

9. Adjournment

Motion to adjourn was made by Jackie Billings and seconded by Julie Crosby.

The motion was passed with all in favor and none opposed and the meeting was adjourned at 7:36 pm.

Respectfully submitted,

Linda Hill, Recording Secretary