

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

March 18th, 2021

In person: 109 South Main Street, Smithton Il 62285
Virtually via Zoom: <https://us02web.zoom.us/j/89400882278>
By Telephone: 1-312-626-6799 | Meeting ID: 894 0088 2278
The meeting was recorded.

In accordance with P.A. 100-0640 (SB 2135), all voting will be done by roll call.

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: Ron Mense, Ann Hart, Brett Clasquin, Steve Jines, & Donna Reifschneider. Board Member Tony Gilbreth joined the meeting via Zoom. Board Member Julie Crosby was absent. Also present were Library Director, Jenna Dauer, and Recording Secretary, Linda Hill.

2. Citizen Comment

There was no citizen comment at this time.

3. Approval of Minutes

Minutes from the February 18th, 2021 Board Meeting were reviewed.

A motion to approve the minutes was made by Donna Reifschneider and seconded by Brett Clasquin.

A roll call vote was taken:

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

The motion passed.

4. Communications

The District received notice of an extension of the date for the annexation hearing. Also received was a certificate and letter of appreciation for forwarding the *Census 2020* effort.

5. Treasurer's Report/Approval of bills

The February 2021 Treasurer's Report was reviewed. The check registry to date was also reviewed.

A motion to approve the Treasurer's Report was made by Donna Reifschneider and seconded by Ann Hart.

A roll call vote was taken:

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

The motion passed.

6. Librarian's Report

The Director reviewed current Library status due to COVID-19. Various events were enumerated. The Summer Reading Program is in the planning stages. Library Statistics were reported.

A motion to approve the Librarian's Report was made by Steve Jines and seconded by Donna Reifschneider.

A roll call vote was taken:

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

The motion passed.

7. Old Business

7.1 Transfer Money from Corporate & Building/Maintenance Funds to Money Market (Special Reserve Fund)/ DISCUSSION & APPROVAL

A motion to transfer \$20,000 from the Maintenance and Equipment Fund at Regions Bank, and \$67,000 from Savings at Regions Bank, to the First National Bank of Waterloo Premier Money Market account was made by Donna Reifschneider and seconded by Ann Hart.

A roll call vote was taken:

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

The motion passed.

7.2 Strategic Planning Committee

The Director is forming the Committee. Tony Gilbreth will serve as the Board Representative.

7.3 Copier Maintenance Agreement/DISCUSSION & APPROVAL

A motion to have the Director terminate the current copier maintenance agreement with Williams Office Products and to purchase a service agreement with Watt's was made by Brett Clasquin and seconded by Steve Jines.

A roll call vote was taken:

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

The motion passed.

7.4 Letter of Collateralization for amount above FDIC Limit/ DISCUSSION/ & APPROVAL

Due to the prior decision to transfer funds (Minute 7.1), the letter of collateralization was unnecessary.

7.5 Other

There was no other Old Business at this time.

8. New Business

8.1 Assistant Director Laptop Purchase / DISCUSSION & APPROVAL

A motion to purchase a new laptop with maintenance service for the Assistant Director from Lazarware was made by Steve Jines and seconded by Ann Hart.

A roll call vote was taken:

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

The motion passed.

8.2 Other

There was no other New Business at this time.

9. Board Concerns

Thank you to Board Members Steve Jines and Donna Reifschneider for their valuable service to the Community while on the Board of Trustees.

Some Board Members still need to complete their Statements of Economic Interest.

10. Announcements

The next Board Meeting will be on Thursday, April 15th, 2021 at 7 pm.

11. Adjournment

A motion to adjourn was made by Brett Clasquin and seconded by Ann Hart.

A roll call vote was taken:

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

The motion was passed with all in favor and the meeting was adjourned at 8:37 pm.

Respectfully submitted,
Linda Hill, Recording Secretary