

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

May 20, 2021

In person: 109 South Main Street, Smithton Il 62285
Virtually via Zoom: <https://us02web.zoom.us/j/886565031657>
By Telephone: 1-312-626-6799 | Meeting ID: 865 6503 1657

It is determined by Smithton Public Library District Board of Trustees Board President, Ron Mense, that due to the in-person gathering restrictions of the State of Illinois' Reopening Plan, this meeting will be held both in-person and virtually. In accordance with P.A. 100-0640 (SB 2135), all voting will be done by roll call.

The meeting was recorded.

1. Call to Order/Roll Call

The meeting was called to order by Vice President, Brett Clasquin, at 7:35 p.m. with the following Board Members present in person: Brett Clasquin and Ann Hart. Board Members Julie Crosby and Tony Gilbreth joined the meeting via Zoom. Ron Mense was absent. Also present in person 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

3.1 Regular Smithton PLD Board of Trustees Meeting Minutes – April 15, 2021

A motion to approve the April 15th, 2021 Regular Smithton Board Minutes was made by Tony Gilbreth and seconded by Ann Hart.

A roll call vote was taken:

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

The motion passed.

Smithton Public Library District May 20th, 2021 Minutes, cont.

3.2 Personnel Committee Meeting Minutes – April 15, 2021

A motion to approve the April 15, 2021 Personnel Committee Meeting Minutes was made by Tony Gilbreth and seconded by Ann Hart.

A roll call vote was taken:

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

The motion passed.

4. Communications

A Thank You note was received from Steve Jines. The District also received notice of the April 6th, 2021 Consolidated Election results.

5. Treasurer's Report/Approval of bills

The April 15th, 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 Ann Hart and seconded by Julie Crosby.

A roll call vote was taken:

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

The motion passed.

6. Librarian's Report

The Board suggested following current CDC guidelines in regard to masks. The staff received training in the use of NARCAN. A patron has been banned until May 31, 2021 for inappropriate conduct. The Summer Reading program has started. The Strategic Planning Committee has started meetings. Past, current, and future events were enumerated and Library statistics were reviewed.

Smithton Public Library District May 20th, 2021 Minutes, cont.

A motion to approve the Librarian's Report was made by Tony Gilbreth and seconded by Julie Crosby.

A roll call vote was taken:

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

The motion passed.

7. Old Business

7.1 Air Conditioner and Furnace Replacement/ DISCUSSION & APPROVAL

A motion to approve the replacement of the air conditioners and furnaces at a cost of \$8959.00 with the work to be done by BELO, was made by Tony Gilbreth and seconded by Ann Hart.

A roll call vote was taken:

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

The motion passed.

7.2 Other

There was no other Old Business at this time.

8. New Business

8.1 Appointment of Trustees / DISCUSSION & APPROVAL

There were no Trustees to appoint at this time.

8.2 Officer elections & committee Assignments for FY2022 / Discussion & Approval
Officer elections and committee assignments will be voted on at the June 17th, 2021 meeting.

Smithton Public Library District May 20th, 2021 Minutes, cont.

8.3 Ordinance 21-01: *FY2022 Board Meeting Schedule* / APPROVAL

A motion to approve Ordinance 21-01 *FY2022 Board Meeting Schedule* was made by Ann Hart and seconded by Tony Gilbreth.

A roll call vote was taken:

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

The motion passed.

8.4 DRAFT FY2022 Budget Presentation / REVIEW

The Board discussed the projected budget.

8.5 1st National Bank of Waterloo Signers / DISCUSSION & APPROVAL

A motion to appoint Brett Clasquin as a signatory for the Smithton Public Library District account at the 1st National Bank of Waterloo was made by Julie Crosby and seconded by Tony Gilbreth.

A roll call vote was taken:

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

The motion passed.

Smithton Public Library District May 20th, 2021 Minutes, cont.

8.6 Regions Bank Signers / DISCUSSION & APPROVAL

A motion to remove Steve Jines from the account as signatory on the Smithton Public Library District's Corporate account at Regions Bank was made by Tony Gilbreth and seconded by Ann Hart.

A roll call vote was taken:

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

The motion passed.

A motion to remove Jackie Billings as signatory and to add Tony Gilbreth as signatory to the Smithton Public Library District's Savings account at Region's Bank was made by Ann Hart and seconded by Julie Crosby.

A roll call vote was taken:

Crosby:	Aye
Clasquin:	Aye
Gilbreth:	Abstained
Hart:	Aye
Mense:	Absent

The motion passed.

8.7 Midland States Bank Signers / DISCUSSION & APPROVAL

A motion to remove Steve Jines as signatory and to add Brett Clasquin as a signatory on the Smithton Public Library District's account at Midland States Bank was made by Tony Gilbreth and seconded by Julie Crosby.

A roll call vote was taken:

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

The motion passed.

Smithton Public Library District May 20th, 2021 Minutes, cont.

8.8 Other

There was no other new business at this time.

9. Board Concerns

There were no Board Concerns at this time.

10. Announcements

The next Board Meeting will be on Thursday, June 17th, 2021 at 7 pm.

11. Adjournment

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

A roll call vote was taken:

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

The motion passed and the meeting was adjourned at 8:59 pm.

Respectfully submitted,

Linda Hill, Recording Secretary