

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

June 15, 2023

1. Call to Order/Roll Call

The meeting was called to order by President Brett Clasquin at 7:07 p.m. with the following Board Members present: Brett Clasquin, Liz Harris, Tony Gilbreth, Ann Hart, and Mary Sue Iverson. Stephanie Sakran, and Zabelle Vartanian were absent. 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 May 18th, 2023, board meeting were reviewed.

4. Communications

Information about the Illinois Paid Leave Act was received. Book Banning Legislation has been signed. The Dolly Parton Imagination Library will be partnering with the State of Illinois. The District also received a Rails proposal for statewide access to online resources.

5. Treasurer's Report/Approval of bills

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

6. The Librarian's Report

The Board discussed funding options for the Story Walk. Staff will be doing additional training in the months to come. Upcoming events and Library usage stats were enumerated.

Motion to approve Agenda Items 3-6 as a whole under a consent agenda was made by Tony Gilbreth and seconded by Liz Harris.

A roll call vote was taken:

Clasquin:	Aye
Gilbreth:	Aye
Harris:	Aye
Hart:	Aye
Iverson:	Aye
Sakran:	Absent
Vartanian:	Absent

The motion passed with all in favor.

(At the discretion of the Board President, Agenda Item 8.1 *Decennial committees on Local Government Consolidation and Efficiency Act Committee Meeting / DISCUSSION & APPROVAL* was moved to this spot in the agenda)

8.1 Decennial Committees on Local Government Consolidation and Efficiency Act Committee Meeting / DISCUSSION & APPROVAL

(Committee members Piper Brown and Donna Laporte joined the Board for the duration of the Decennial Committee meeting at this time.)

The Committee had its second meeting and worked on its report.

7. Old Business

7.1 Proposed Edit to Employee Handbook – Bereavement Leave / DISCUSSION & APPROVAL

The Board Secretary is reviewing the proposed policy edit. No discussion/approval was necessary at this time.

7.2 Other

There was no other Old Business to discuss at this time.

8. New Business

8.1 Decennial Committees on Local Government Consolidation and Efficiency Act Committee Meeting / DISCUSSION & APPROVAL

Moved to earlier in the Agenda.

8.2 FY2024 Technology Plan / DISCUSSION & APPROVAL

Library Director Jenna Dauer described how/when the Technology plan will be implemented.

A motion to adopt the FY2024 Technology Plan with an amendment was made by Tony Gilbreth and seconded by Ann Hart

A roll call vote was taken:

Clasquin:	Aye
Gilbreth:	Aye
Harris:	Aye
Hart:	Aye
Iverson:	Aye
Sakran:	Absent
Vartanian:	Absent

The motion passed with all in favor.

8.3 FY2024 Working Budget / DISCUSSION & APPROVAL

A motion to adopt the FY2024 Working Budget was made by Liz Harris and seconded by Ann Hart.

A roll call vote was taken:

Clasquin:	Aye
Gilbreth:	Aye
Harris:	Aye
Hart:	Aye
Iverson:	Aye
Sakran:	Absent
Vartanian:	Absent

The motion passed with all in favor.

8.4 Ordinance 23-03 Budget and Appropriations PRELIMINARY ADOPTION / DISCUSSION & APPROVAL

A motion to preliminarily adopt Ordinance 23-03 *ANNUAL BUDGET AND APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING THE 1ST DAY OF JULY, 2023 AND ENDING THE 30TH DAY OF JUNE 2024*, was made by Tony Gilbreth and seconded by Mary Sue Iverson.

A roll call vote was taken:

Clasquin:	Aye
Gilbreth:	Aye
Harris:	Aye
Hart:	Aye
Iverson:	Aye
Sakran:	Absent
Vartanian:	Absent

The motion passed with all in favor.

8.5 Director Evaluation / DISCUSSION & APPROVAL

The Board discussed the Director and her work performance. They jointly completed an evaluation form. No vote was necessary.

8.6 Bi-annual Review of Closed Session Minutes / REVIEW & APPROVAL

A motion to leave the closed session minutes closed was made by Tony Gilbreth and seconded by Ann Hart.

A roll call vote was taken:

Clasquin:	Aye
Gilbreth:	Aye
Harris:	Aye
Hart:	Aye
Iverson:	Aye
Sakran:	Absent
Vartanian:	Absent

The motion passed with all in favor.

8.7 Other

There was no other new business to discuss at this time.

9. Board Concerns

9.1 Officer Elections and Committee Assignments for FY204 / DISCUSSION & APPROVAL

The following Board positions and Committee assignments were decided on:

President:	Brett Clasquin
Vice President:	Liz Harris
Secretary:	Tony Gilbreth
Treasurer:	Ann Hart

Finance Committee: Ann Hart, Mary Sue Iverson, and Zabelle Vartanian

Personnel Committee: Brett Clasquin, Liz Harris, and Ann Hart

(Special Committees will be formed on an ad hoc basis.)

9.2 Other

There were no other Board concerns to address at this time.

10. Announcements

10.1 Next Smithton PLD Board Meeting

The next Board meeting will be on Thursday, August 17th, 2023, at 7 p.m.

11. Adjournment

A motion to adjourn was made by Liz Harris and seconded by Ann Hart.

The motion passed with all in favor and the meeting was adjourned at 8:58 pm.

Respectfully submitted,

Linda Hill, Recording Secretary