

# SMITHTON PUBLIC LIBRARY DISTRICT

## Board Meeting Minutes

### January 18, 2024

#### 1. Call to Order/Roll Call

The meeting was called to order by Board President, Brett Clasquin, at 7:04 pm with the following Board Members present: Brett Clasquin, Tony Gilbreth, Liz Harris, Ann Hart, Mary Sue Iverson, Stephanie Sakran and Zabelle Vartanian. Others present were Library Director, Jenna Dauer, and Recording Secretary, Linda Hill.

#### 2. Citizen Comments

There were no citizen comments 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

No Board minutes were available at this time.

#### 4. Communications

Communications included: 1) Thank you cards from Staff for Christmas bonus; 2) A copy of the Certificate of Status of Exempt Property which was submitted by the Director; 3) A request from Freeburg High School for Post-Prom donations; and 4) An information sheet from the Illinois Library Association on library-related legislation for the Illinois General Assembly's 2024 Spring Session and the US Congress' Second Session.

#### 5. Treasurer's Report/Approval of bills

The November and December Treasurer's reports and the check registry to date were reviewed, along with the six-month Profit and Loss Statement. The Director also presented a spreadsheet with the six-month Working Budget breakdown. The final tax settlement sheet was received.

#### 6. The Librarian's Report

The Board discussed the Notary services offered by the Library and the various options available for continuing that service. Meurer Tree Service came on January 18 and did the contracted tree trimming and removal. A vinyl decal showing the Library's hours of operation will be added to the front door. The Bead Challenge program was reviewed. Library programming and statistics were also reviewed.

A motion to approve Agenda Items 3-6 as a whole under a consent agenda 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:	Aye
Vartanian:	Aye

The motion passed with all in favor.

## 7. Old Business

### 7.1 Paid Leave for All Workers Act / DISCUSSION & APPROVAL

The Board discussed how the Act would need to be implemented. The Director will formulate a policy based on Board recommendations. Liz Harris and Tony Gilbreth will review the policy for the February meeting. No vote was taken at this time.

### 7.2 Other

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

## 8. New Business

### 8.1 Incidents with Restroom and Trash at Gazebo; Police Report / DISCUSSION / POSSIBLE ACTION / APPROVAL

The Board discussed the incidents and possible options for response.

### 8.2 St. Clair County Reimbursement Information – Veterans Property Tax Relief Reimbursement / DISCUSSION

The Director presented the information. The reimbursement amount should be \$4481.02.

### 8.3 Join Overdrive Consortium – Digital Library of Illinois / DISCUSSION & APPROVAL

A motion to add Overdrive to the Library's Digital resources 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:	Aye
Vartanian:	Aye

The motion passed with all in favor.

#### 8.4 Biannual Review of the Closed Session Minutes

A motion to keep the closed session minutes closed was made by Tony Gilbreth and seconded by Zabelle Vartanian.

A vote was taken and the motion passed with all in favor.

#### 8.5 Other

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

### **9. Board Concerns**

#### 9.1 Statement of Economic Interest Names Submitted / DISCUSSION

The Director submitted the names.

#### 9.2 Other

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

### **10. Announcements**

Next Board Meeting: Thursday, February 15, 2024, @ 7 pm.

(NOTE: Board packet will be emailed early for the February meeting.)

### **11. Adjournment**

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

A vote was taken.

The motion passed and the meeting was adjourned at 8:37 pm.

Respectfully submitted,

Linda Hill  
Recording Secretary