



MORRIS AREA PUBLIC LIBRARY  
BOOKS FOR ALL

**Morris Area Public Library  
December 12, 2023  
Board of Trustees General Meeting Minutes  
6:30 pm  
Morris Area Public Library Conference Room**

Minutes-

- 1. Call to Order and Roll Call**
  - a. Called to order at 6:30 P.M.
  - b. Roll Call- Ebert, Davy, Minett, and Porth were present. Absent: Cummings, Keavney, and Peterson.
  - c. Also present were Library Director Mai and guests: Burton, Christensen, and Schretter.
- 2. Review of Agenda for Additions/ Changes**
  - a. Add Executive Session
- 3. Correspondence, Communications, and Public Comment**
  - a. A patron sent a letter inquiring about the building committee and process. They were replied to and now have attended the Ad hoc committee meeting.
- 4. Minutes from the previous regular meeting**
  - a. A motion was made to approve the November 13th General Board Meeting Minutes. Ebert moved to approve meeting minutes and Davy seconded. Approved 4-0.
- 5. Director's Report**
  - a. The mural is coming along well. Painting will occur as weather permits.
  - b. The Adopt a Senior Giving Tree is going well. The Library has received more than 100 cards to share with our patrons.
  - c. Program numbers were good for November .
  - d. The Capital One Cash back rewards program was cashed out to cover the staff Christmas Party and staff Christmas gifts.
  - e. The Staff Christmas party on December 8 was a great time.
  - f. The library has hired a part-time Marketing staff member and Patron Services staff member.
  - g. We are looking into our investments with Grundy County Community Foundation to make sure that we are meeting all of the requirements of a public entity.
- 6. President's Report**
  - a. An article will be forwarded to Board members about book selections.
- 7. Vice President's Report**
  - a. We have talked to the city about getting our information on the water bill and we are waiting for a response from the city.
- 8. Financial Report**
  - a. **September Check Detail**
  - b. **Fund Account**
  - c. **Reconciliation Report**
  - d. **Budget vs. Actual**
  - e. **Spark Card**
  - f. **Consent Agenda motion to approve:**
    - i. Motion was made to accept the November Financial reports as presented in the board packets, minus the fund account reports. Motioned by Ebert and seconded by Minnett. In favor: Ebert, Davy, Minnett, and Porth. Opposed: None. Approved 4-0.
- 9. Committee Reports**
  - a. **Finance Committee**
    - i. None
  - b. **Technology Committee**
    - i. None
  - c. **Strategic Plan Committee**

- i. None
- d. Personnel Committee**
  - i. None
- e. Policy Committee**
  - i. None
- f. Facilities Committee**
  - i. None

#### **10. Executive Session**

Executive session pursuant to 5ILCS 102/2: the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body against legal counsel for the public body to determine its validity.

Executive session pursuant to 5ILCS 102/3: the selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.

- a. Motion was made to go into executive session at 6:47. Motioned by Minett and seconded by Ebert. Approved 4-0.
- b. Motion was made to return to open session at 6:57. Motioned by Minett and seconded by Davy. Approved 4-0.

#### **11. Action on Executive Session**

- a. A motion was made to give the Director Mai a 4% salary increase and to give her a 1,000/ month bonus for 2024 while the library is working on construction. Motioned by Ebert and seconded by Minett. In favor: Ebert, Davy, Minett, and Porth. Opposed: None. Approved 4-0.

12.

#### **a. Ad Hoc Construction Committee**

- i. Schretter, the architect, from Studio GC was present to discuss progress being made in the design phase of the new building.
  - 1. Multiple outside design styles were presented.
  - 2. A discussion was held on making sure that the project stays on budget.

- b. None

#### **13. Unfinished Business**

- a. None

#### **14. New Business**

- a. None

- 15. **Adjournment** - Time 7:56- Minett motioned to adjourn, seconded by Ebert Approved 4-0.

All topics on the agenda are potential action items.

The Morris Area Public Library District is subject to the requirements of the Americans with Disabilities Act. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting for the facilities, are required to contact the library administrator at (815) 942-6880 x116 promptly to allow the Morris Area Public Library District to make reasonable accommodations for those persons.

\_\_\_\_\_, Board Secretary