



MORRIS AREA PUBLIC LIBRARY
BOOKS FOR ALL

**Morris Area Public Library
January 8, 2024
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, Keavney, Peterson, and Porth were present. Absent: Cummings
 - c. Also present were Library Director Mai and guests: Buck, Burton, Rachlin arrived at 6:55 via zoom.
- 2. Review of Agenda for Additions/ Changes**
 - a. None
- 3. Correspondence, Communications, and Public Comment**
 - a. A patron sent a letter stating how much they appreciate the Homebound service and the excellent work that Meyer does.
 - b. Julie Buck received thank you cards for the Adopt a Senior Program.
- 4. Minutes from the previous regular meeting**
 - a. A motion was made to approve the December 12 General Board Meeting Minutes. Minett moved to approve meeting minutes and Davy seconded. Approved 6-0.
- 5. Director's Report**
 - a. The Homebound program is growing in numbers.
 - b. A teen bus trip to The Shakespeare Festival in Bloomington is being planned with the Community Foundation of Grundy County.
 - c. We are working with the City of Morris to continue movies in the park over the summer of 2024.
 - d. Program numbers for December were good.
 - e. The December bus trips were successful.
 - f. We have a new marketing person, Barowsky and a new patron service staff, Oliver.
 - g. Christensen left on December 27, 2023 and we have a part-time interim bookkeeper. We are looking for a bookkeeper/office manager position.
 - h. Work has begun on planning for the Summer SAP programs.
 - i. A motion was made to change the April 8 regularly scheduled board meeting to April 15. Minett moved to approve meeting minutes and Keavney seconded. Approved 6-0.
 - j.
- 6. President's Report**
 - a. None
- 7. Vice President's Report**
 - a. Personnel committee should look into exit procedures for staff moving on to new positions.
- 8. Financial Report**
 - a. **Check Detail**
 - b. **Fund Account**
 - c. **Reconciliation Report**
 - d. **Budget vs. Actual**
 - e. **Spark Card**
 - f. **Consent Agenda motion to approve:**
 - i. The financial reports will be made available in February.
- 9. Committee Reports**
 - a. **Finance Committee**
 - i. **Community Foundation of Grundy County - Julie Buck**

1. The library has an agency endowment with the Community Foundation of Grundy County, which invests the donor dollars. The endowment is in Memory of Couthard. The donated money was gifted to be used as an endowment. Buck left the meeting at 7:06.
2. **Meristem Financial**
 - a. Rachlin gave a presentation covering the finances of the library. Couthard donated money for an endowment. The earned income of the endowment can be used for operating expenses of the library. The income from the endowment will cover the debt of any bonds needed for the new addition. There are two borrowing options for bonds: debt certificates and alternate revenue bonds. Securing bonds will require a 30 day notice period and a hearing. The library should start the procedural process 2 -3 months before the money is required.
3. A motion was made to pursue construction bids for up to and not to exceed 1.8 millions dollars. Minett moved to approve meeting minutes and Ebert seconded. In favor: Ebert, Davy, Minett, Keavney, Peterson, and Porth. Opposed: None Approved 6-0.

4.

b. Technology Committee

- i. None

c. Strategic Plan Committee

- i. None

d. Personnel Committee

- i. Bookkeeper/office manager position will be changed to a full time position.

e. Policy Committee

- i. A date for the next committee meeting will need to be scheduled.

f. Facilities Committee

- i. None

g. Ad hoc Committee

- i. The January meeting was canceled.

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 7:55. Motioned by Minett and seconded by Davy. Approved 6-0.
- b. Motion was made to return to open session at 8:14. Motioned by Ebert and seconded by Peterson. Approved 6-0.

11. Action on Executive Session

- a. None.

12. Unfinished Business

- a. None

13. New Business

- a. None

14. Adjournment - Time 8:17- Minett motioned to adjourn, seconded by Ebert Approved 6-0.

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

