

**Ella Johnson Memorial Public Library
109 S. State Street, Hampshire, IL 60140
Regular Meeting of the Board of Trustees
May 20, 2024**

Call to Order: President Linda Wallace called the regular meeting of the Board of Trustees to order at 7:00 pm.

Present: Trustees Kim Alberth, Pat Dumoulin, Morgan Kolecke, Suzanne Lattanzio, Judy Pokorny, Linda Wallace, and Karen Williams

Absent: None

Staff Members: Executive Director Stephen Bero, Youth Services Manager/Assistant Director Heather Swanson, and Recording Secretary Kimberly Luhman.

Public: Friends of the Library President Cathy Czopek.

Pledge of Allegiance: President Wallace led those gathered in the Pledge of Allegiance.

Changes/Corrections to the Agenda: None

Questions/Comments-Public/Media: None

Approval of Minutes:

Regular Meeting: Motion by Trustee Dumoulin and second by Trustee Williams to approve the minutes from the Regular Meeting of the Board of Trustees held on April 22, 2024. The minutes were approved by voice-vote consensus.

Treasurer's Report:

- Approval of Payrolls for April 2024. Motion by Trustee Pokorny and second by Trustee Lattanzio to approve the Payrolls in the amount of \$33,215.45. The Payrolls were approved by voice-vote consensus.
- Financial Report-Trustees reviewed the monthly Financial Report prepared by J. Scott Chilton, CPA.

Director's Report:

- Department Reports
- Circulation/Programming/Database Statistics
- PrairieCat Administrative Council Brief-April 12, 2024
- Ella's Friends Minutes-April 2, 2024

Director Bero reminded the board that Summer Reading is starting and there are lots of programs throughout the coming months.

Heather shared that the donations are very low for this year's Summer Reading Program. We use these coupons, gift cards and various donations for prizes at each level, as well as grand prizes.

Ella's Friends: President Wallace commented that she really enjoyed hearing the Alzheimer's presentation at the Friends meeting.

President's Report: President Wallace wanted to keep her report brief so the board could spend more time focusing on the building expansion. She shared that she was celebrating 50 years of being a nurse. As the Memorial holiday is approaching, she is reminded of a mentor nurse who has a memorial at Seyller Park, played a big role in Linda becoming a nurse.

Unfinished Business: None

New Business:

A. Approval of postponed bill payment for May 2024

Motion by Trustee Lattanzio and second by Trustee Pokorny that the board authorize Treasurer Pat Dumoulin to approve payment of bills for May 2024 later this month. The motion was approved by voice-vote consensus.

B. Budget for Fiscal Year 2024-2025

- The first draft was shared with the board. Director Bero will continue to adjust the budget in areas that need it. Final budget is not due till end of July.
- Reminder that minimum wage will increase January 1st, 2025, to \$15.00 per hour. There should also be an increase for the other staff to reflect this increase.
- Looking forward to the new building cost, we should plan on contingencies in the budget, grants for construction will be a potential option to investigate.
- The proposed future plan for the Hampshire Village Hall, Library and Public Works was shared. Questions include what is the timeline for the village? Will sewer, water and electric be at the cost of the village? Will the infrastructure be ready if we are ready to build before the village?
- We must also think about the staffing and payroll for the new building(s).
- It was recommended that we have the Bond counsel at the next board meeting to have a clearer understanding of everything moving forward.

C. Executive Session to consider the purchase or lease of real property for the use of the public body [5ILCS 120(c) (5)].

No Executive Session.

Discussion: None

Adjournment: Trustee Dumoulin motioned for the meeting to be adjourned, seconded by Trustee Alberth. President Wallace adjourned the meeting at 8:15pm. Closing of the meeting was approved by voice-vote consensus.

The next Regular Board Meeting is at 7:00 pm on Monday, June 24, 2024.

Respectfully submitted,

Kimberly Luhman, Recording Secretary

Karen Williams, Board Secretary