

Ella Johnson Memorial Public Library
109 S. State Street, Hampshire, IL 60140
Regular Meeting of the Board of Trustees
August 22, 2022

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

Present were trustees Suzanne Lattanzio, Judy Pokorny, Linda Wallace. Staff Members present were Executive Director Stephen Bero, Adult/Tech Services Manager Therese Schiltz, and Recording Secretary Kimberly Luhman. Public present, Kim Alberth.

Absent: Trustee Pat Dumoulin.

Remote Attendance: Trustee Karen Williams.

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

Board voted to allow Trustee Williams to attend the board meeting electronically because of employment purposes. (5ILCS 120/77)

Changes/Corrections to the Agenda: None

Questions/Comments-Public/Media: None

Approval of Minutes: Motion by Trustee Wallace and second by Trustee Lattanzio to approve the minutes from the Regular Meeting of the Board of Trustees held on July 25, 2022. Minutes were approved by voice-vote consensus.

Treasurer's Report:

- A.** Approval of Bills for August and Payroll for July- Motion by Trustee Pokorny and seconded by Trustee Wallace to approve August bills in the amount of \$29,673.17 and the July 2022 payroll in the amount of \$17,707.78.

Ayes: Trustees Brust, Lattanzio, Pokorny, Wallace

Nays: None

Absent: Trustee Pat Dumoulin

Abstain: Trustee Williams

- B.** Financial Report-Trustees reviewed the monthly Financial Report prepared by J. Scott Chilton, CPA.

Director's Report:

- A.** Department Reports
- B.** Circulation/Programming/Database Statistics
- C.** PrairieCat Delegates' Assembly Brief-July 27, 2022
- D.** Friends Minutes-August 2, 2022

Executive Director Stephen Bero shared an update on the North wall landscaping. He has received the quote from Jason & Sons for the clean-up. The landscaping clean up will begin soon.

Summer reading graphs show an increase from last year.

During the Big Timber Elementary School drop off event many residents did not know who their library was. We need to find a better way to market to the public letting them know whose library they are covered by. Possibly a mass mailing could take place.

Friends of the library will be having their annual book sale scheduled for October 6th-8th. They will need assistance to transport books, sort and shelf items.

President's Report: Trustee Brust attended the Village Board meeting on the August 18, 2022. Liz Martin presented the potential for an Assisted Living Facility to be built on Allen Rd.

Unfinished Business:

- A.** Ordinance 2022-08-01 Combined Annual Budget & Appropriations Ordinance. Motion by Trustee Wallace and seconded by Trustee Lattanzio.

Ayes: Trustees Brust, Lattanzio, Pokorny, Wallace and Willams
Nays: None
Absent: Trustee Dumoulin
Abstain: None

New Business:

- A.** Annual Report of Receipts and Disbursements. Motion by Trustee Pokorny and second by Trustee Wallace.

Ayes: Trustees Brust, Lattanzio, Pokorny, Wallace and Willams
Nays: None
Absent: Trustee Dumoulin
Abstain: None

Trustee Williams: Left the meeting at 7:28 PM

Trustee Dumoulin: Joined the meeting at 7:28 PM

- B.** IPLAR and Audit of Secretary's Minutes. Motion by Trustee Wallace and seconded by Trustee Lattanzio to accept the IPLAR and Secretary's Minutes. Minutes were approved by voice-vote consensus. Trustee Williams was not present for vote.

Trustee Brust appointed Trustee Dumoulin and Trustee Lattanzio to audit the secretary's minutes and complete the IPLAR on August 30th at 6:45 PM.

Trustee Williams: Returned to meeting at 7:36 PM

- C. Closing the library for Staff In-Service:** Motion by Trustee Lattanzio and seconded by Trustee Pokorny to close the library on Friday, September 30th. Minutes were approved by voice-vote consensus.
- D. Library Card Policy:** A first reading of the policy occurred. Much discussion took place regarding the current policies. Executive Director Stephen Bero will speak to the staff regarding the procedures/policies for issuing patrons cards. A second draft will be presented.

Executive Sessions:

- A.** Motion by Trustee Dumoulin and second by Trustee Lattanzio to enter executive session at 8:41 pm to discuss 5 ILCS 120/2(c) (1)-Consideration of the performance and compensation of a specific employee.

Ayes: Trustees Brust, Dumoulin, Lattanzio, Pokorny, Wallace and Williams
Nays: None
Absent: None
Abstain: None

Board returned to regular meeting at 8:53 pm.

B. Action as a Result of Executive Session: Motion by Trustee Dumoulin and seconded by Trustee Wallace to accept letter of agreement from Stephen Bero as presented.

Ayes: Trustees Brust, Dumoulin, Lattanzio, Pokorny, Wallace and Williams

Nays: None

Absent: None

Abstain: None

C. Motion by Trustee Dumoulin and second by Trustee Lattanzio to enter executive session at 8:56 pm to discuss 5 ILCS 120/2(c) (5)-Consideration of the purchase or lease of real property for the use of the public body.

Ayes: Trustees Brust, Dumoulin, Lattanzio, Pokorny, Wallace and Williams

Nays: None

Absent: None

Abstain: None

Board returned to regular meeting at 10:09 pm.

D. Action as a Result of Executive Session: None

Discussion: None

Adjournment: President Brust adjourned the meeting at 10:10 pm.

A Special Board meeting is at 7:00 PM on Tuesday, August 30, 2022

The next Regular Board Meeting is at 7:00 pm on Monday, September 26, 2022

Respectfully submitted,

Kimberly Luhman, Recording Secretary

Judith Pokorny, Board Secretary