

Eureka Public Library Board of Trustees Regular Meeting

Date: July 24, 2023

The Regular Meeting was called to order by President Don Whitman at 7:00 pm

Members present:

Don Whitman
Sandi Sylvester
Tim Martin
Lisa Reinmann
Robin Robinson
Jane Burke

Members absent:

Marjorie Crowe

Staff Present:

Cindy O'Neill

Open Budget and Appropriation Hearing: Trustee Reinmann asked for any discussion about the proposed budget for FY 2023-2024. Cindy said Phil did make a change in health insurance since we have one more person on insurance now.

Approval of items on the Consent Agenda: It was moved by Trustee Martin and seconded by Trustee Robinson to approve the minutes from the regular meeting held June 26, 2023. The motion passed unanimously.

Financial Report and approval of: Trustee Martin made a motion and seconded by Trustee Robinson to approve the financial report from the month of June and payments in the amount of \$61,538.86

Committee Reports:

Building: Trustee Sylvester reported the library received a bid for the A/C unit for the Post Office from Hinrichsen for \$18,177.00. Heinold won't give a bid and Ruyle never got back to us. Cindy will get a few more bids. Russell will be doing the concrete jobs at the library and post office the week of August 1st. Ameren contacted the library that our gas meter is scheduled to be replaced. Chad Fiers will be recaulking the windows which will take approximately nine hours and \$495 plus materials. (four windows an hour, 39 windows total at \$55 an hour.)

Finance: Trustee Reinmann reported we finished the fiscal year using 87% of the budget. Trustee Reinmann made a motion to authorize payment of unexpended amount of the balance from FY 2022-2023 General Fund and Building Fund to Special Reserve, with exact determination to be made after completion of financial review. Trustee Burke seconded. The

motion passed unanimously. Trustee Sylvester made a motion to approve Ordinance 2023-2 for tax of .02% for maintenance and building for FY 2023-2024. Trustee Robinson seconded. The vote passed unanimously. Since there were no questions about the new budget, as stated by Trustee Robinson, "I got nothin' since 10 minutes ago", Trustee Reinmann made a motion to adopt Ordinance 2023-3, Budget and Appropriation Ordinance for FY 2023-2024. Trustee Martin seconded. The motion passed unanimously. Trustee Martin made a motion to authorize disbursement of collection items and other materials withdrawn for sale. Trustee Robinson seconded. The motion passed unanimously. Condolences were given to Trustee Burke for her hurt feelings. Cindy shared that Eureka Community Bank suggested closing our CD (costing \$45) and reopen a new one at a better interest rate. (3-4% instead of .06%). Library Director Cindy O'Neill and Trustee Lisa Reinmann will need their names given to the bank as the new signers.

Library Services: Cindy shared Angela and Gennifer's reports about Summer Reading. Angela reported there were 731 children signed up and 480 completed the whole program. The program ended July 20th at the AC Home for Family Fun Day. There were lots of activities and approximately 450+ people attended. The library has received lots of positive feedback. They thank us and trust us for quality materials and programs. They appreciate the programs and materials are family friendly. Angela has partnered with the AC Home, Country Financial, and Eureka Police Dept. Angela is also adding teen programming to her job description. Angela has been elected to the ECNS Board, will be working with Eureka Police and Sam Leman Automotive offering story time while parents at a car seat safety event. Gennifer reported the READsquared program had 247 participants. We received lots of great feedback about the app and how easy it was to use. There are lots of programs coming up this fall. One event will be Estate Planning in coordination with the AC Home. The Tiny Art Show is going well. Also with the AC Home, we will be holding ongoing Dementia Caretakers Meeting the 4th Thursday of every month. ERead Illinois will be switching from the Access 360 app to the Boundless app in late September.

Librarian's Report: Cindy reported the library had just over 16,000 items checked out in the month of June. We are 7th in all of RSA for checks outs. There were some building maintenance issues with the staff bathroom, a broken toilet seat, a dangling limb, and the battery in the handicapped door opener. It was decided that, in the future, we should change the battery in the door opener once a year. Staff is tight. Cindy is covering all over to help out. She is getting to know the payroll and knows to check it carefully. Cindy also had her first FOIA request. Her main concern is getting staff hired and trained before Deb leaves in October for vacation and Allie goes on maternity leave in November.

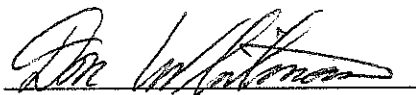
Old Business:

New Business: Trustees Burke and Robinson were appointed to certify secretary minutes and board records for FY 2022-2023. Trustee Reinmann made a motion to approve Ordinance 2023-

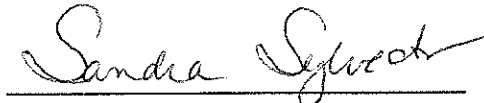
1 to establish monthly dates for trustee meetings. Trustee Martin seconded. The motion passed unanimously. Trustee Robinson made a motion to approve the proposal for a new firewall. Trustee Burke seconded. The motion passed unanimously. Trustee Martin made a motion to approve the Intergovernmental Agreement with District 140 for 2023-2024. Trustee Reinmann seconded. The motion passed unanimously. Trustee Robinson made a motion to approve the Intergovernmental Agreement with Illinois Libraries Present. Trustee Martin seconded. The motion passed unanimously. After discussion, it was decided the Safe Library Services Policy during COVID-19 is no longer needed after the Governor ended all other policies for COVID.

Announcements:

Adjournment: Being no other business, Trustee Sylvester moved to adjourn the meeting at 8:03 p.m. The motion was seconded by Trustee Martin and approved unanimously.



President



Secretary

The above is the unofficial summary of business transacted by the Eureka Public Library Board of Trustees. This summary will be reviewed and approved at the next regularly scheduled meeting of the Board of Trustees.