

**Ella Johnson Memorial Public Library**  
**109 S. State Street, Hampshire, IL 60140**  
**Regular Meeting of the Board of Trustees**  
**February 27, 2023**

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

Present: Trustees Barbara Brust, Linda Drendel, Pat Dumoulin, 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: Sharon Campbell

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

**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 Special Meeting of the Board of Trustees held on January 10, 2023, and the Regular Meeting of the Board of Trustees held on January 23, 2023. Minutes were approved by voice-vote consensus.

**Treasurer's Report:**

- A.** Approval of Bills for February 2023, and Payrolls for January 2023. Motion by Trustee Dumoulin and second by Trustee Pokorny to approve February bills in the amount of \$37,453.73 and the January 2023 payrolls in the amount of \$27,766.63.

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

- 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 notes-January 25, 2023
- D. Friends Minutes-February 7, 2023

Executive Director Stephen Bero informed the board that we are fully staffed.

Friends of the library will be having their Geranium sale; purchases can be made in April.

**President's Report:** Trustee Brust along with Trustee Wallace and Executive Director Stephen Bero attended the Eagle Scout project flag dedication. Trustee Brust shared a letter from Senator Syverson thanking the library for all the Valentines cards made for seniors. Trustee Brust also attended the Hampshire Village Board Meeting on February 2<sup>nd</sup>.

**Unfinished Business:** None

## New Business:

- A. Adoption of New Fiscal Policies
  - 1. Investment Policy
  - 2. Fund Balance Policy

Motion by Trustee Williams and seconded by Trustee Dumoulin to Adopt Fiscal policies as presented.

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

- B. Closing the Library
  - 1. For repairs (mold remediation)

Motion by Trustee Dumoulin and seconded by Trustee Wallace to keep the library open during the remediation process.

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

- 2. For staff in-service Spring 2023

Motion by Trustee Lattanzio and seconded by Trustee Drendel to close the library for a staff in-service day on May 12, 2023. Motion was approved by voice vote.

- C. After-Action Review and next steps for purchasing property.

The board reviewed and discussed slides presented by Executive Director Stephen Bero from a Monkey Survey taken by the Trustees and Stephen. Topics were what worked, what didn't work, what we would do differently and what did we learn. Board discussed these topics and what they feel is best for next steps.

**Discussion:** Trustee Williams shared that ILA (Illinois Library Association) will be discussing Library building for the future. Executive Director Bero discussed that LACONI (Library Administrators Council of Northern Illinois) will be having their annual trustee banquet.

**Adjournment:** President Brust adjourned the meeting at 8:30 pm.

The next Regular Board Meeting is at 7:00 pm on Monday, March 27, 2023.

Respectfully submitted,

Kimberly Luhman, Recording Secretary

Judith Pokorny, Board Secretary