

**Ella Johnson Memorial Public Library District**

**109 S. State Street, Hampshire, IL 60140**

**Minutes of the August 23, 2021, Regular Meeting of the Board of Trustees, 7:00PM**

President Barbara Brust called the Regular meeting of the Board of Trustees to order at 7:00pm. Present were trustees Barbara Brust, Linda Wallace, Judy Pokorny, Pat Dumoulin, and Karen Williams. Trustee Matthew Mariani was absent. Also present were Library Director Nancy Ashbrook and members of the public Kim Alberth and Laura Santowski.

**Changes/Corrections to the Agenda:** Item A. New Business was moved to be addressed after questions/comments.

**Questions/Comments-Public/Media:** Kim Alberth commented “hours” and Laura Santowski commented “more staff at all times”.

**Item A. New Business:** Appointment Board Secretary

Trustee Judy Pokorny accepted the position with the stipulation that she would only be responsible for submitting minutes of regular board meetings until December 31, 2021. She urged the board to find someone from the community to assume that task before the end of the year.

**Approval of the Minutes:** Motion Dumoulin, second Pokorny to approve the minutes of the July 21, 2021 Special Meeting and Regular Meeting of July 26, 2021. Voice vote to approve; ayes carry the motion.

**Treasurer’s Report:**

A. Motion Wallace, second Williams to approve August 2021 bills in the amount of \$25,794.76

Ayes: Wallace, Pokorny, Williams, Dumoulin, Brust

Absent: Mariani

Nays: None

Motion passed 5-0

B. Reviewed and discussed financial report.

**Director’s Report:** Presented and reviewed.

**President’s Report:** Resignation of Director Nancy Ashbrook effective August 31, 2021 received and accepted.

**Unfinished Business:**

A. Motion Dumoulin, Second Wallace to Adopt Combined Annual Budget and Appropriation Ordinance 2021-08-01

Ayes: Wallace, Williams, Brust, Pokorny, Dumoulin

Absent: Mariani  
Nays: None  
Motion passed 5-0

- B. Employee Manual- Bereavement Leave change from two days to three days accepted. PTO language revision for September agenda.
- C. Trustee Williams reported the Executive Session Minutes Committee does not recommend releasing any Executive Session minutes at this time.
- D. Youth Services Programmer job description accepted.
- E. Unpaid invoice-nothing to report

**New Business:**

- A. Appointment of Board Secretary (see Changes/Corrections to the Agenda).
- B. Motion Dumoulin, second Wallace to modify closing hour of the library on Fridays from 8:00pm **to 5:00pm**. Beginning October 4<sup>th</sup> the library operating hours will be Monday - Thursday 9am to 8pm, Friday 9am - 5pm, Saturday 9am-4pm, Sunday 12pm-4pm.  
Ayes: Dumoulin, Pokorny, Williams, Wallace, Brust  
Absent: Mariani  
Nays: None  
Motion passed: 5-0
- C. Secretary Audit due 9/1/21, Trustee Pokorny to sign
- D. The Board of Trustees authorized President Brust to obtain proposals from library consultants who might be hired to conduct a search for a new library director.
- E. Motion Williams, second Dumoulin to Adopt and File Yearend Statement of Receipts and Disbursements. Voice vote to approve, ayes carry the motion.

**Executive Session:** None

**Action in Respect to Executive Session:** None

**Discussion:** To offer Heather Swanson position as temporary operations manager for critical items while Board continues to search for interim director and permanent executive director.

**Adjournment:** Meeting adjourned at 9:49pm.

Respectfully submitted, Barbara Brust, Board President