

**Ella Johnson Memorial Public Library**  
**109 S. State Street, Hampshire, IL 60140**  
**Regular Meeting of the Board of Trustees**  
**November 28, 2022**

**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: Kim Alberth.

**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 Dumoulin and second by Trustee Lattanzio to approve the minutes from the Regular Meeting of the Board of Trustees held on October 24, 2022. Minutes were approved by voice-vote consensus.

**Treasurer's Report:**

- A.** Approval of Bills for November 2022 and Payrolls for October 2022. Motion by Trustee Wallace and second by Trustee Williams to approve November bills in the amount of \$25,317.30 and the October 2022 payrolls in the amount of \$19,711.00.

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-October 26,2022
- D.** Friends Minutes-October 11, 2022

Executive Director Stephen Bero shared that two part-time Circulation Staff members have been promoted to full-time. Also, Circulation staff member Rebecca will be leaving the library in early December.

Heather Swanson shared information about our new 3D printer from our Staff In-Service day. Bookmarks were made with the new printer for staff members. The board will be able to fill out their request form and receive a bookmark as well. The 3D printer will be used for program use only.

Trustee Brust was concerned about all the Adult Programs that seem to be more making projects and not in person programs. There seems to not be a lot of patrons coming to the book groups or the Graphic Novel Club. Trustee Pokorny shared that previously we had a nice attendance to in person programs such as the antiques program or the Civil War program. The big question is how we meet the public needs and wants. What can be done to increase attendance and programs? Trustee Drendel shared that a possible program would be how to use all the streaming that is available or how to use the audio programs.

Board discussed a patron submitted email of concern.

Trustee Lattanzio shared the Friends of the Library are still looking for a place to store all the book donations they receive over the year. Donations for the next book sale are already starting to come in.

Trustee Pokorny stepped out at 7:25 PM

Trustee Pokorny returned to meeting at 7:27 PM

**President's Report:** Trustee Brust shared two Thanksgiving cards that were sent by Resource Bank and Dieter and Todd. Trustee Brust watched the zoom meeting with Caitlin Doughty.

Father Nnaso was contacted about laptops, keyboards, computer cords, etc. that the library is no longer in need of. He gratefully accepted the donation which will be sent to Seat of Wisdom in Nigeria.

## **Unfinished Business:**

- A.** Ordinance 2022-11-01 Annual Tax Levy Year 2022  
Motion by Trustee Dumoulin and second by Trustee Drendel to adopt 2022-11-01 Annual Tax Levy Year 2022

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

- B. Capital Assets Policy, second reading  
Motion by Trustee Dumoulin and second by Trustee Lattanzio to adopt Capital Assets Policy presented retroactive to July 1, 2022.

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

**New Business:**

**A. Intergovernmental Agreement D300 Community Share**

Motion by Trustee Drendel and second by Trustee Pokorny to approve the updated Intergovernmental Agreement and Memorandum of Understanding to extend the D300 Community Share program for another 3 years.

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

- B. Audit Report-All of the audit is not complete yet.

- C. Preparation for Per Capita Grant 2023 application-the big difference is the population amount.

**Executive Session:** Motion by Trustee Pokorny and second by Trustee Williams to enter executive session at 7:53 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, Drendel, Dumoulin, Lattanzio, Pokorny, Wallace, and Williams  
Nays: None  
Absent: None

Board returned to regular meeting at 8:13 pm.

**Action as a Result of Executive Session:** None

**Discussion:** Trustee Dumoulin discussed the Holiday party which is being planned for January of 2023. She will select a few dates and present them to the board at the December meeting.

**Adjournment:** President Brust adjourned the meeting at 8:14pm.

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

Respectfully submitted,

Kimberly Luhman, Recording Secretary

Judith Pokorny, Board Secretary