

**Ella Johnson Memorial Public Library
109 S. State Street, Hampshire, IL 60140
Regular Meeting of the Board of Trustees
April 22, 2024**

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

Present: Trustees Kim Alberth, Pat Dumoulin, Morgan Kolecke, 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: Friends of the Library President Cathy Czopek.

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

Changes/Corrections to the Agenda: Amending agenda to include the Executive Minutes.

Questions/Comments-Public/Media: None

Approval of Minutes:

Regular Meeting: Motion by Trustee Dumoulin and second by Trustee Lattanzio to approve the minutes from the Regular Meeting of the Board of Trustees held on March 25, 2024. The minutes were approved by voice-vote consensus.

Executive Minutes: Motion by Trustee Dumoulin and second by Trustee Pokorny to approve the minutes from the Executive Meeting of the Board of Trustees held on March 25, 2024. The minutes were approved by voice-vote consensus.

Treasurer's Report:

- Approval of Bills for April 2024 and Payrolls for March 2024. Motion by Trustee Alberth and second by Trustee Lattanzio to approve Bills for April 2024 in the amount of \$37,808.69 and Payrolls for March 2024 in the amount of \$31,108.57. The Bills and Payrolls were approved by voice-vote consensus.
- Financial Report-Trustees reviewed the monthly Financial Report prepared by J. Scott Chilton, CPA.

Director's Report:

- Department Reports
- Circulation/Programming/Database Statistics
- PrairieCat Administrative Council Brief-April 12,2024
- Ella's Friends Minutes-April 2, 2024

Director Bero gave an update on the new installation of the South door: Door has been installed and will need to have drywall and painting done. A new security panel will be installed so that staff can enter through the door when arriving or leaving. White Riders Snowmobile Club gave a donation for the Summer Reading Program. Kane County Treasurer sent a letter regarding taxes. We should be receiving a refund.

Ella's Friends: Each staff member received a generous gift card for Ella's Friends for Library Appreciation Week. The gifts were greatly appreciated by each staff member.

Heather shared that 275 eclipse glasses were turned in for recycling. Trustee Lattanzio is glad to see that our notary services have restarted.

President's Report: President Wallace was pleased to report that staff members are continuing their CPR certification training with the Hampshire Fire Department. This is such an investment to the public as well as to each staff member knowing that fellow staff can help assist you if needed, as well as help a staff member in need.

The current issue of ILA Reporter Magazine has numerous libraries that have been remolded and new buildings full of wonderful ideas that we could use in the future.

The issue with the name tags has been resolved. We could possibly get larger ones making it easier for patrons to see.

Unfinished Business: None

New Business:

A. Revision to Fines Policy

Motion by Trustee Alberth and second by Trustee Williams that the board adopt the revision to the Fines Policy as presented. No replacement items will be accepted for Lost/Damaged items. The motion was approved by voice-vote consensus.

B. Long-Range Financial Forecast

Stephen will be contacting the Villages and Townships regarding getting a clearer picture of growth. Also, their long-range growth over the next 5 years. We will need solid numbers to go to a referendum.

C. Executive Session to consider the purchase or lease of real property for the use of the public body [5ILCS 120(c) (5)].

No Executive Session.

Discussion: Reminder that the next board meeting will be held one week earlier due to Memorial Day being on the fourth Monday.

Hampshire Fire Station will be having their Station 2 Dedication Ceremony on Saturday, June 1st at 11 a.m. Following the ceremony there will be tours, food trucks and activities until 2 p.m.

Adjournment: Trustee Dumoulin motioned for the meeting to be adjourned, seconded by Trustee Lattanzio. President Wallace adjourned the meeting at 8:21pm. Closing of the meeting was approved by voice-vote consensus.

The next Regular Board Meeting is at 7:00 pm on Monday, May 20, 2024.

Respectfully submitted,

Kimberly Luhman, Recording Secretary

Karen Williams, Board Secretary