



Board of Trustees Meeting Minutes

July 25, 2023 - 6:45 p.m. – 21st Century Conference Room

Call to Order: President Kris Olson called the meeting to order at 6:44 p.m.

Present: Kris Olson, Ken Berger, Ann Marie Jenkins, Michelle Forster, Karen Lane, Donna Riha, and Jo Anne Sandman.

Also Present: Sue Stevens, Library Director.

Pledge of Allegiance

Approval of the Agenda

Jo Anne S. motioned to approve the agenda. Second: Karen L. Motion carried.

Public Comments: None.

Secretary's Report

Ann Marie J. motioned to approve the minutes of the June 27, 2023 regular board meeting. Second: Karen L. Motion carried.

Treasurer's Report

Donna R. motioned to approve the June 2023 bills for payment and submit the June 2023 financial report for audit. Second: Ann Marie J. Motion carried.

Director's Report

- The library is hiring for two positions due to recent turnover.
- The Decennial Committee's Final Report is finished.
- Updating the Employee Handbook is underway.
- Ceiling fans have been installed in the Steve Appell Pavilion, and a new book drop has been ordered to replace the one at the Blackhawk Road fire station.
- Staff Development Day is August 11, and Second Saturday Cinema is August 12.
- Passports and passport photos remain a lucrative source of revenue for the library.
- Scarecrows on Parade will return on September 1.

Unfinished Business

- Michelle Forster motioned to approve the FY 2023-2024 Budget & Appropriation Ordinance. Second: Karen Lane. Motion carried.
- The request for library space by the Cherry Valley Men's Club was discussed and postponed to August for more information.

New Business

- Board members discussed a backup generator for the library.
- Board members discussed land acquisition.
- Jo Anne Sandman motioned to approve this clarification to borrowing privileges: Patrons under the age of 18 will receive a children's card, while patrons 18 and older will receive adult cards. Second: Ken Berger. Motion carried.
- Ann Marie Jenkins motioned to approve vacation time for Sue Stevens, Library Director. Second: Michelle Forster. Motion carried.

Adjournment

Karen L. motioned to adjourn. Second: Michelle F. Motion carried. Meeting adjourned at 8:50 p.m.

Next Meeting: Tuesday, August 22, 2023; 6:45pm