



## **Board of Trustees Meeting Minutes**

March 22, 2022

Youth Services Program Room

**Call to Order** – 6:41 p.m.

**Present:** Mike Holmes, Ken Berger, Ann Marie Jenkins, Kris Olson, Donna Riha, Jo Anne Sandman, and William Scarpaci

**Also Present:** Jane Lenser, Director, Sue Stevens, Assistant Director/Youth Services Manager, and Rebecca Mundell, Business Manager

**Pledge of Allegiance**

**Approval of the Agenda**

Jo Anne S. motioned to approve the agenda. Second: Kris Olson. Motion carried.

**Public Comments:** None

**Introduction of the new Business Manager, Rebecca Mundell**

**Secretary's Report**

- Ann Marie J. motioned to approve the minutes of the February 8, 2022 special board meeting. Second: Kris O. Motion carried.
- Ann Marie J. motioned to approved the minutes of the March 1, 2022 regular board meeting. Second: Jo Anne S. Motion carried.

**Treasurer's Report**

Ken B. motioned to approve the February 2022 bills for payment and submit the February 2022 financial report for audit. Second: Ann Marie J. Motion carried.

**Director's Report**

- Patron Justin Milne is sponsoring two Youth Services Grab & Go STEM kits this summer.
- Jane L. updated the board about personnel changes, including hiring a new summer intern.
- TechSoup provided the library with ten new hotspots to replace the originals.
- More than 500 patron surveys for the Long-Range Plan have been returned so far.

**Unfinished Business**

- Winnebago County approved the pavilion permit, so materials have been ordered. A ribbon cutting ceremony will be announced.
- Donna R. motioned to table the discussion/approval of staff bonuses until the April regular board meeting. Second: Kris O. Motion carried.

- Ann Marie J. motioned to approve Geostar's proposal for the HVAC controls. Second: Donna R. Motion carried.

### **New Business**

Donna R. motioned to approve funding for the new Little Free Library project. Second: Ken Berger. Motion carried.

### **Director Search Update**

The job posting will appear on several sites and candidates have until April 15 to submit cover letters and resumes.

### **Adjournment**

Kris O. motioned to adjourn. Second: Jo Anne S. Motion carried. Meeting adjourned at 8:45 p.m.

**Next Meeting:** Tuesday, April 26, 2022; 6:45pm