



**Board of Trustees**  
**Regular Board Meeting Minutes**  
November 28, 2023 - 6:45 p.m. – 21<sup>st</sup> Century Conference Room

**Call to Order:** President Kris Olson called the meeting to order at 6:42 p.m.

**Present:** Kris Olson, Jo Anne Sandman, Donna Riha, Ann Marie Jinkins, Michelle Forster, and Karen Lane.

**Also Present:** Sue Stevens, Library Director, and Rebecca Mundell, Business Manager

**Absent:** Ken Berger

**Pledge of Allegiance**

**Approval of the Agenda**

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

**Public Comments:** None

**Finance**

- Jen Martin of Lauterbach & Amen reviewed the 2022-2023 Audit and thanked Rebecca Mundell and Chantel Carlsson for their work during the six-month audit process.
- Karen L. motioned to approve the 2022-2023 Audit. Second: Ann Marie J. Motion carried.

**Secretary's Report**

Ann Marie J. motioned to approve the minutes of the October 24, 2023, regular board meeting. Second: Jo Anne S. Motion carried.

**Treasurer's Report**

Donna R. motioned to approve the October 2023 bills for payment and submit the October 2023 financial report for audit. Second: Michelle F. Motion carried.

**Director's Report**

- The activities required for the United Way Early Literacy Grant have been completed, including the distribution of 500 books to children and classroom teachers.
- The district has a one-year contract with Sling for new scheduling software, and a snow removal contract with LawnCare by Walter.
- The Winter Reading Program with Beanstack runs through the month of December.
- The new VEGA catalog interface goes live on November 30. Jenny Hansen is working on training specific to this library.
- The Cherry Valley Men's Club installed a collage display of activities near the Woodside Room.

### **Unfinished Business**

- Ann Marie J. motioned to approve the 2023-2024 Levy Ordinance. Second: Donna R. Motion carried.

### **New Business**

- Donna R. motioned to approve the “Truth in Taxation” certificate of compliance. Second: Karen L. Motion carried.
- Michelle F. motioned to approve the Resolution to Determine Estimate of Funds Needed by Taxation. Second: Karen L. Motion carried.
- Jo Anne S. motioned to approve the Annual Statement of Cash Receipts and Disbursements for FY2022-23. Second: Karen L. Motion carried.
- Karen L. motioned to approve the district’s Paid Leave for All Workers Act policies. Second: Michelle F. Motion carried.

### **Adjournment**

Karen L. motioned to adjourn. Second: Donna R. Motion carried. Meeting adjourned at 8:18 p.m.

**Next Meeting:** Tuesday, January 23, 2024; 6:45pm