

TOLONO PUBLIC LIBRARY
DISTRICT BOARD OF TRUSTEES
MEETING MINUTES
Tolono Public Library Meeting
Room June 4, 2019

Meeting was called to order by the president Rebecca Morgan-Boyd at 6:30 pm.

Board members present: Greg Boise; Pat Coombs; Meghan Peach; Joshua Mikeworth; Christine Schwenk; Mary Thweatt; Rebecca Morgan-Boyd

Also present: Janet Cler, Library Director; Nola Compton, incoming board member; Maggie Kelly, community member

1. Public Comment

There was no public comment.

2. Other Agenda Items

No other agenda items were added.

3. Approve Minutes of the May 7, 2019 Regular Board Meeting

Greg motioned to approve the minutes as distributed. Joshua seconded the motion.

Roll Call Vote: Greg Boise - Yes; Pat Coombs - Yes; Meghan Peach - Yes; Joshua Mikeworth - Yes; Christine Schwenk - Yes; Mary Thweatt - Abstain; Rebecca Morgan-Boyd - Yes.

Motion Passes- 6 yes, 1 Abstention

4. Treasurer's Report

a) Review statements and reports

Discussed: The CD that was put in savings earlier this year will have to stay in savings for the next couple of months. Reinvesting the CD will be an agenda item for the August meeting.

b) Action Item: Approval of checks written

Pat moved to approve the checks as written. Greg seconded motioned.

Roll Call Vote: Greg Boise - Yes; Pat Coombs - Yes; Meghan Peach - Yes; Joshua Mikeworth - Yes; Christine Schwenk - Yes; Mary Thweatt - Yes; Rebecca Morgan-Boyd - Yes

Motion Passed - 7 yes

5. Swearing in of all Newly Elected Board of Trustees

Three new Board of Trustees members were elected on the April ballot. Nola Compton, Christine Schwenk and Mary Thweatt were sworn in as trustees. They were welcomed to the board.

6. Appoint Secretary Pro Tem

Rebecca recommended Meghan Peach for secretary pro tem.

7. Appoint President Pro Tem

Mary recommended Rebecca Boyd-Morgan as president pro tem.

8. Retiring of Term-Expired Board of Trustees

Rebecca thanked Pat Combs and Joshua Mikeworth for their time and commitment to the Tolono Library Board.

9. Call to Order

Meeting was called to order at 6:41 pm.

10. Public Comment

There was no public comment.

11. Election of Officers

President – Rebecca Boyd-Morgan

Christine moved to elect Rebecca Boyd-Morgan as president. Mary seconded the motion.

Roll Call Vote: Greg Boise - Yes; Meghan Peach - Yes; Christine Schwenk - Yes; Mary Thweatt -Yes; Nola Compton - Yes; Rebecca Morgan-Boyd - Abstain

Motion Passed- 5 yes, 1 abstention

Vice President- Greg Boise

Mary moved to elect Greg Boise as vice president. Christine seconded the motion.

Roll Call Vote: Greg Boise - Yes; Meghan Peach - Yes; Christine Schwenk - Yes; Mary Thweatt -Yes; Nola Compton - Yes; Rebecca Morgan-Boyd - Yes

Motion Passed- 6 yes

Secretary – Meghan Peach

Christine moved to elect Meghan Peach as secretary. Mary seconded the motion.

Roll Call Vote: Greg Boise - Yes; Meghan Peach - Yes; Christine Schwenk - Yes; Mary Thweatt -Yes; Nola Compton - Yes; Rebecca Morgan-Boyd - Yes

Motion Passed- 6 yes

Treasurer – Mary Thweatt

Christine moved to elect Mary as treasurer. Greg seconded the motion

Roll Call Vote: Greg Boise - Yes; Meghan Peach - Yes; Christine Schwenk - Yes; Mary Thweatt -Yes; Nola Compton - Yes; Rebecca Morgan-Boyd - Yes

Motion Passed- 6 yes

12. Finance Committee Report

Proposed working budget was discussed. Tax levy has been reviewed in order to submit to County Clerk’s office. Minimum wage increase was discussed. Increases to staff minimums will try to be implemented as early of January 2020. Committee to review salary ranges will be formed in the coming months. Committee will also review how raises are given.

13. Library Director's Report

Janet reviewed the Director’s Report.

Action Item: Amend Budget Request for ARSL conference to include an additional hotel room.

Christine moved to amend the budget request for the ARSL conference to include an additional hotel room. Mary seconded the motion.

Roll Call Vote: Greg Boise - Yes; Meghan Peach - Yes; Christine Schwenk - Yes; Mary Thweatt -Yes; Nola Compton - Yes; Rebecca Morgan-Boyd - Yes

Motion Passed- 6 yes

Recommendation: Rebecca recommended that Emily consider offering one of the weekday programs

on a weekend once a month.

Reported: Little library kickoff in Savoy went well. It was a windy day so there weren't too many people.

14. Old Business

a) Action Item: Approve Amended Budget FY19

The Amendments to the budget were discussed.

Mary made the motion to approve the amended FY19 budget. Christine seconded.

Roll Call Vote: Greg Boise - Yes; Meghan Peach - Yes; Christine Schwenk - Yes; Mary Thweatt -Yes; Nola Compton - Yes; Rebecca Morgan-Boyd - Yes

Motion Passed- 6 yes

b) Action Item: Approve Working Budget FY20

Changes to the FY20 budget were discussed.

Christine moved to approve the working budget for FY20. Mary seconded the motion

Roll Call Vote: Greg Boise - Yes; Meghan Peach - Yes; Christine Schwenk - Yes; Mary Thweatt -Yes; Nola Compton - Yes; Rebecca Morgan-Boyd - Yes

Motion Passed- 6 yes

50th Anniversary Committee

Board members are encouraged to come to the event and engage with community members. A sign-up was passed around to volunteer for decorating, the event, and clean-up.

c) Tolono Fun Day

Tolono Fund Day is June 29 – lineup is at 10 am at East Side Park, parade will start at 11 a.m. It was suggested that invitations for the 50th Anniversary be handed out during the parade

15. New Business

a) Action Item: Approval Non-Resident Fee

Mary moved to approve the non-resident fee at seventy-five dollars. Meghan seconded the motion.

Roll Call Vote: Greg Boise - Yes; Meghan Peach - Yes; Christine Schwenk - Yes; Mary Thweatt -Yes; Nola Compton - Yes; Rebecca Morgan-Boyd - Yes

Motion Passed- 6 yes

b) Review proposed Annual Budget and Appropriations Ordinance (Levy) FY21

The board recommends doing a black border ad.

Action: Add Annual Budget and Appropriations Ordinance (Levy) FY21 to July's agenda.

16. Trustee Continuing Education

Rebecca reviewed the closed meeting protocol.

17. Executive Session

Mary made the motion that the meeting go into executive session pursuant to 5 ILCS 120/2(c)(1) for the purpose of a performance review for the library director, and pursuant to 5 ILCS 120/2(c)(3) for the purpose of selecting a person to fill a public office vacancy. Christine seconded the motion.

Roll Call Vote: Greg Boise - Yes; Meghan Peach - Yes; Christine Schwenk - Yes; Mary Thweatt -Yes; Nola Compton; Rebecca Morgan-Boyd - Yes.

Motion Passed- 6 yes

Recording of closed session will need to be reviewed in both November and June.

Meeting entered executive session at 7:40 p.m.

Meeting left executive session at 8:04 p.m.

18. Reconvene Open Meeting

Action Item: Approval of Compensation

Mary moved to approve the compensation changes. Christine seconded the motion.

Roll Call Vote: Greg Boise - Yes; Meghan Peach - Yes; Christine Schwenk - Yes; Mary Thweatt -Yes; Nola Compton; Rebecca Morgan-Boyd - Yes.

Motion Passed- 6 yes

Action Item- Appointment of Trustee to Fill **Board** Vacancy

Christine moved to appoint Margaret Kelly to the fill the Board of Trustee vacancy. Nola seconded the motion.

Roll Call Vote: Greg Boise - Yes; Meghan Peach - Yes; Christine Schwenk - Yes; Mary Thweatt -Yes; Nola Compton; Rebecca Morgan-Boyd - Yes.

Motion Passed- 6 yes

Mary motioned to adjourn the meeting. Greg seconded the motion

Roll Call Vote: Greg Boise - Yes; Meghan Peach - Yes; Christine Schwenk - Yes; Mary Thweatt -Yes; Nola Compton; Rebecca Morgan-Boyd - Yes.

Motion Passed- 6 yes

Meeting adjourned at 8:08 p.m.

Next Meeting: July 2, 2019