

TOLONO PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING AGENDA  
Tolono Public Library Meeting Room  
July 2, 2019 - 6:30 p.m.

**Board members present:** Greg Boise; Meghan Peach; Christine Schwenk; Mary Thweatt; Rebecca Morgan-Boyd; Maggie Kelly; Nola Compton

**Also present:** Janet Cler, Library Director

**1. Public Hearing "Annual Budget and Appropriation Ordinance"**

The public hearing was started by the president Rebecca Morgan-Boyd at 6:36 pm.

There was no public comment during the Public Hearing for the "Annual Budget and Appropriation Ordinance"

Mary moved that we end the public hearing. 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

**Meeting was called to order by the president Rebecca Morgan-Boyd at 6:38 pm.**

**2. Public Comment**

There was no public comment.

**3. Other Agenda Items**

No other agenda items were added.

**4. Approve Minutes for the June 4, 2019 Regular Board Meeting**

Mary moved to approve the minutes as written. Christine seconded motioned.

**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

**5. Approve Minutes of the June 4, 2019 Executive Session**

Christine moved to approve the minutes with the amended list of board members present. Mary seconded motioned.

**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

**6. Swearing in of Newly Appointed Board of Trustees Member**

Maggie Kelly read the oath of office.

**7. Treasurer's Report**

Statements and reports were reviewed.

**Discussed:**

- First tax payments have been received. The library is always spending in anticipation of the upcoming year's tax dollars.
- The CD that is in savings will be discussed at the August meeting.
- The Dollar General grant money leftover will be moved to next year and marked programming needs.
- The memorial fund money of \$10,000 will also carry over to next fiscal year.
- This month we paid more for the banners to be changed on the website with the increased programing.

**Action Item:** Approval of checks written

Maggie moved to approve the checks as written. Meghan seconded motioned.

**Roll Call Vote:** Greg Boise - Yes; Meghan Peach - Yes; Christine Schwenk - Yes; Mary Thweatt -Yes; Nola

Compton - Yes; Maggie Kelly – Yes; Rebecca Morgan-Boyd - Yes  
Motion Passed- 7 yes

## 8. Library Director's Report

**Reported:** The library programming has been great. A new screen for the meeting room for showing videos etc. was discussed. See director's report for additional information.

## 9. Old Business

### a) 50th Anniversary Committee

**Discussed:** The logistics of the 50<sup>th</sup> anniversary party were discussed. Music for the event is being discussed. Unity music boosters were discussed as an option. Nola was going to check with her church about other options. The event will be from 1-4 on Sunday, July 28. Setup will be Saturday, July 27<sup>th</sup> from 2-3 pm. Clean up will be Sunday, July 28 at 4pm.

**Agreed:** Board members agreed that because it is a drop in event, speakers were not needed.

### b) Tolono Fun Day

**Reported:** The day was great. There will be a trailer next year so there is enough room for everyone. There were 3,000 pieces of candy thrown. Janet is going to talk to Diane Ducey about always being in the front of the parade for future years.

## 10. New Business

### Action Item: Adopt proposed Levy for Tentative Budget & Appropriations No. 19-0702

Christine moved to adopt the proposed Levy for the Tentative Budget & Appropriations No. 19-0702. Mary seconded motioned.

**Roll Call Vote:** Greg Boise - Yes; Meghan Peach - Yes; Christine Schwenk - Yes; Mary Thweatt -Yes; Nola Compton - Yes; Maggie Kelly – Yes; Rebecca Morgan-Boyd - Yes  
Motion Passed- 7 yes

### Action Item: Adopt Building Maintenance Ordinance 19-07021

Christine moved to adopt the building Maintenance Ordinance 19-07021. Maggie seconded motioned.

**Roll Call Vote:** Greg Boise - Yes; Meghan Peach - Yes; Christine Schwenk - Yes; Mary Thweatt -Yes; Nola Compton - Yes; Maggie Kelly – Yes; Rebecca Morgan-Boyd - Yes  
Motion Passed- 7 yes

### Action Item: Appoint two trustees to review 2018-19 minutes

Greg and Maggie volunteered and were appointed to review the 2018-2019 minutes.

## 11. Committee Appointments

### • Finance Committee

Duties: Review proposals with increase of the minimum wage over the several years as well as salary ranges to meet job duties. This will be a one year appointment. Proposals are requested before the end of the fiscal year.

Mary, Meghan and Janet were appointed to the committee.

### • Building Committee

Duties: Go through building, make notes for forward thinking for building maintenance. Committee will meet four times a year.

Maggie, Greg, and Janet were appointed to the committee.

## 12. Board of Trustees Executive Closed Meeting according to SILCS 120/2(c)(1) and (3) (if required)

No closed meeting needed.

## 13. Trustee Continuing Education

**Discussed:** The board members discussed how to handle current employees that help with library programs. Janet is going to contact with the HR source to see how they recommend we handle these situations.

The next board meeting will be August 6, 2019.

Maggie moved that the meeting adjourn. Mary seconded the motion.

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

Motion Passed- 7 yes

Meeting adjourned at 7:59 p.m.