

TOLONO PUBLIC LIBRARY  
DISTRICT BOARD OF TRUSTEES  
MEETING MINUTES  
Tolono Public Library Meeting  
Room September 3, 2019 - 6:30 p.m.

**1. Call to Order**

Rebecca called the meeting to order at 6:32pm.

**2. Public Comment**

There was no public comment.

**3. Other Agenda Items**

No other agenda items were added.

**4. Approve Minutes of the August 6, 2019 Regular Board Meeting**

Mary moved to approve the minutes as distributed. Christine seconded the motion.

**Roll Call Vote:** Greg Boise - Abstain; Meghan Peach - Abstain; Christine Schwenk - Yes; Mary Thweatt - Yes; Nola Compton - Yes; Maggie – Yes; Rebecca Morgan-Boyd - Abstain  
Motion Passed- 4 yes

**5. Treasurer's Report**

**a) Review statements and reports**

- The purchase of the new copier will not affect the budget.
- It was noted that the employer Medicare line is sometimes blank. Rebecca is going to check past budgets.
- QSEHRA changes will be made in the statement.

**b) Action Item: Approval of checks written**

Christine moved to approve the checks as written. Maggie seconded the motion.

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

**6. Library Director's Report**

**Reported:**

- Bathroom and offices were too dim after the light bulb changes so Janet is working to have those changed. The adult fiction section will be updated with updating the bulbs in the dome lights.
- News Gazette prices versus County Star were discussed. Prices might change with the News Gazette being sold.
- Savoy and the library were discussed. School age students need to be receiving Tolono Library cards. It was discussed to see if the Tolono Library could have a table at school registration to sign up kids up for Tolono Library cards.
- Emily is discussing having story time at Sadorus Noah's Ark Preschool and Savoy Head Start as additional outreach.
- The elderly outreach visits were also discussed.
- Emily will be in charge next week while Janet is at the conference. Breana will then be in charge while Janet is on vacation.

## 7. Committee Reports

### a. Building Committee

No update – Greg will chair the building committee.

### b. Finance Committee

No update – Mary will chair the finance committee.

## 8. Old Business

### a) Action Item: discussion on removal of flagstone

**Discussed:** Options were discussed for making the flagstone safer in inclement weather.

Mary motioned to allow the building committee to use funds up to \$10,000 to remove bushes, reroute the water, and add a bench and/or planters. Christine seconded the motion.

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

### b) Update on audit

**Discussed:** The auditors came on Tuesday and were done by that afternoon. There were two invoices that were not initialed.

## 8. New Business

### a) Action Item: Reinvesting funds

Christine moved to authorize Mary to reinvest the \$50,000 in a CD at the best rate that can be found for less than 12-18 months. Meghan seconded the motion

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

### b) Action item: Discuss QSEHRA allocation

Mary motioned to keep the yearly allocation amount at \$1,000. Christine seconded the motion. Mary will send the letters required by law to the employees receiving the allocation.

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

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

No closed meeting needed.

## 10. Trustee Continuing Education

- ARSL Conference agendas were given
- Janet and Breana have been asked to present at IHLS Membership Day Conference.

## 11. Next Meeting: October 8, 2019

## 12. Adjournment

Meeting adjourned at 8:06pm