

**TOLONO PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING MINUTES**

Tolono Public Library Meeting Room  
October 8, 2019 - 6:30 p.m.

**1) Call to Order**

Rebecca called the meeting to order at 6:30pm.

**2) Public Comment**

There was no public comment.

**3) Other Agenda Items**

No agenda items were added.

**4) Approve Minutes of the September 3, 2019 Regular Board Meeting**

Mary moved to accept the minutes as amended. Maggie 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

**5) Treasurer's Report**

**Review statements and reports**

An additional CD has not been purchased because the rates are low at this time.

**Action Item:** Approval of checks written

Christine approved the checks as written. Nola 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

**6) Library Director's Report**

Reported:

- Janet is working to get Tolono Library information into the Savoy newsletter/ HOA newsletters/Savoy rec center.
- Emily will begin a story time once a month at Noah's Ark Preschool in Sadorus.
- Janet attended the Village of Tolono board meeting last week.
- Circulation report has been updated.
- Trick or Treat Street at the Savoy rec center – Nola will reach out to see if the Tolono Library can have a booth.
- Friday's craft night was well attended.
- Please see Director's report for more information.

**7) Committee Reports**

**Building Committee- Greg Boise**

Reported:

- The September building tour went well. The next big project will be replacing the carpet.
- Four out of the eight companies discussed removing the flagstone and diverting the water. Quotes ranged from \$1500 to \$5000. The Building Committee will move forward with the changes.

**Finance Committee- Mary Thweat, chair**

No update given

**8) Old Business**

Audit Update - Auditor will attend November meeting to answer questions.

## 9) New Business

### A. Action Item: Discuss direct deposit of payroll checks

**Discussed:** Direct deposit would cost \$1.75 per paycheck processed. It would be an approximate cost of \$40 per month.

Maggie moved to add direct deposit as an option for current employees to receive their paychecks automatically through their bank accounts. Christine 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

### B. Per Capita Grant requirements

There are items that have to be discussed:

- Trustees need to review chapters 11and14
- Trustees need to complete a free online learning opportunity
- Digital public library and Illinois digital archives
- Per Capita Grant will be added as an agenda item to the November board meeting

### C. Board of Review

The following is a current list of parcels with property tax appeals within our jurisdiction requesting the Board of Review to change the assessed valuation in excess of \$100,000.

- Highland park CVS
- Savoy Station
- Goodrich Quality Theatre
- TBR ENT of Illinois

## 10) Board of Trustees Executive Closed Meeting according to 5ILCS 120/2(c)(I) and (3)

No closed meeting needed.

## 11) Trustee Continuing Education

Janet reported on attending the ARSL conference with Dianne and Breana.

## 12) Adjournment

Mary moved 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 - Yes; Maggie Kelly - Yes; Rebecca Morgan-Boyd - Yes

Motion Passed- 7 yes

Meeting adjourned at 7:58pm.

Next Meeting: November 5, 2019