

Tolono Public Library District
Board of Trustees Meeting Minutes
Tolono Public Library Meeting Room
March 2, 2021– 6:30 p.m.

Tolono Public Library District was able to conduct an electronic meeting due to Governor Pritzler's Executive Orders #2020-07 (March 16, 2020) suspending the provision in the Open Meetings Act that requires members of a public body to be physically present.

Board members present at the library: Christine Schwenk; Meghan Peach; Mary Thweatt; Rebecca Morgan-Boyd; Greg Boise; Nola Compton

Board members joining via Zoom: Maggie Kelly

Others Present: Janet Cler, Library Director

1. Call to Order

President Rebecca Morgan-Boyd called the virtual meeting to order at 6:30pm. Instructions to join the virtual meeting were posted on the agenda if the public wanted to attend.

2. Attendance/Roll Call

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

3. President's Report

No report given.

4. Secretary's Report

a) Approve Minutes of the February 2, 2021 Regular Board Meeting

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

Roll Call Vote: Meghan Peach-yes; Mary Thweatt-yes; Nola Compton - abstain; Christine - yes; Maggie Kelly - yes; Greg Boise - abstain; Rebecca Morgan-Boyd-yes

5. Correspondence, Communications, Public Comments

Nothing noted

6. Financial/Treasurer's Report

a) Review statements and reports

Action Item: Approval of checks for February

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

Roll Call Vote: Meghan Peach-yes; Mary Thweatt-yes; Nola Compton - yes;

Christine- yes; Maggie Kelly - yes; Greg Boise - yes; Rebecca Morgan-Boyd-yes

7. Committee Reports

a) Finance/Budget Committee- Rebecca Morgan-Boyd

Reported: The finance committee met to discuss possible investment opportunities. It was clarified that tax funds cannot be invested in investments that are not FDIC insured. 165,000 in savings right now that should go back into CDs eventually. The April meeting will revisit where the money should go.

b) Policy/Personnel Committee- Mary Thweatt, chair

Reported: The committee met and no additional changes to the personnel committee were made. Janet will send the job descriptions out for review. Please send edits to Janet by March 16. Janet reviewed the JDs with HR Source.

- c) **Building and Grounds Committee- Greg Boise, chair**
Nothing reported.

8. Library Director's Report

- Janet will need everyone to fill out a statement of economic interest for 2021.
- Our circulation is going up compared to last year.
- Summer Saturdays in the park for Savoy will be a good community outreach
- March 30 starts early voting.

9. Unfinished Business

a) Action Item: Accept Personnel Policy

Christine moved to approve the personnel policy with the suggested formatting edits. Nola seconded the motion.

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

b) Action Item: To hire Reifsteck Reid & Company Architects to oversee bidding package for carpet replacement

Reported: Overall budget would be 75,528 and fees would be 5000; concrete would have to be tested for moisture; if too much moisture it would be an additional 44,000. 1095 to test for Asbestos; Asbestos removal would cost at least 58,000.

Nola moved to approve hire Reifsteck Reid & Company Architects to oversee the bidding package for carpet replacement. Mary seconded the motion.

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

c) Action Item: Review and accept Tax Increment Financing (TIF) Application for Carpet Replacement

Mary moved to accept the TIF application so it can be sent to the Village of Tolono Board. Nola seconded the motion.

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

10. New Business

- a) Statement of Economic Interest Forms
Trustees all filled out their Statement of Economic Interest forms.

- b) Edits to the job descriptions should be sent to Janet by March 16.

11. Adjournment– Next Meeting: April 13, 2021

Meeting adjourned at 8:20 pm.