

Tolono Public Library District
Board of Trustees Meeting Minutes
Tolono Public Library Meeting Room
September 7, 2021

Board members present at the library: Meghan Peach, Mary Thweatt, Mary Kuetemeyer, Amy Jahnel, Liz Vavrik, Maggie Kelly, and Nola Compton

Others present: Janet Cler, Director, and Rachel Stewart

1) Call to order

Meghan Peach, president, called the meeting to order at 6:28 pm.

2) Public Comment

There was no public comment.

3) President's Report

Meghan thanked Janet and Maggie for all their hard work in the hiring process of our new librarian, Rachel Stewart. Meghan also went over with the board how many of the library's goals and missions have been accomplished already and a few that we still are working to achieve.

4) Consent Agenda

a) Approve minutes of the August 3, 2021 Board Meeting

b) Treasurer's Report

i Review statements and reports

ii Action Item: Approval of checks for August

Meghan moved to approve the consent agenda. Motion passed.

5) Other Agenda Items

There were no other agenda items discussed.

6) Committee Reports

a) Outreach Committee-Liz Vavrik, chair

Liz mentioned that the teacher appreciation bags were a success. The committee is also working on ways to reach out to Savoy teachers. They are also looking at ways to participate in multiple Savoy, Tolono, and Sadorus events in the next few months.

b) Building Committee, Maggie Kelly, chair

The building committee had nothing new to report.

c) Policy/Personnel Committee, Mary Thweatt, chair

Mary reported that the library has changed the employment policy clause to at will employment.

d) Finance/ Budget Committee, Meghan Peach

The Finance Committee had nothing to report

7) Library Director's Report Janet Cler, Director

Janet mentioned the color of the new carpeting going in the children's play area. She also explained to the board about her weeding file and how this system helps her retain or discard books for the library and also gap analysis and how this helps the library determine where we might be missing books on certain topics.

8) New Business

a) Action Item: QSEHRA Allocation

A motion was made by Liz and seconded by Amy to increase the QSEHRA amount to \$1500 for full time employess. Mary Thweatt-yes, Mary Kuetemeyer-yes, Amy Jahnel-yes, Liz Vavrik-yes, Nola Compton-yes, Maggie Kelly-yes, and Meghan Peach-yes. Motion passed.

b) Action Item: Move October meeting to October 12 dues to carpet installation.

A motion was made by Liz and seconded by MaryMotion passed.

c) Action Item: General and Personnel Policy

A motion was made by Liz and seconded by Maggie to add the at will clause to the employee information in the General and Personnel Policy.

9) Board of Trustees Executive Closed Meeting

There was no closed meeting.

10) Trustee Continuing Education

The details of the new carpeting installation was discussed and how long the library will be closed.

Adjourned 7:10 pm

Next meeting October 12, 2021

Nola Compton