

Tolono Public Library District

Board of Trustees Meeting Minutes

Tolono Library Meeting Room

November 2, 2021

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

1. Call to order

The meeting was called to order at 6:30 pm.

2. Public Comment

There was no public comment.

3. President's Report

Meaghan mentioned that there will be no meeting next month in December. She also wanted to thank the Board, Janet, and the staff for the help with the new carpet.

4. Consent Agenda

A. Approve Minutes of October 5, 2021 Regular Board Meeting

B. Treasurer's Report-

i. Review statements and reports

ii. Action Item: Approval of checks for October

Liz motioned to approved the consent agenda with Amy seconding the motion.

Motion passed.

5. Committee Reports

A. Building Committee-Maggie Kelly, chair

Maggie mentioned the wonderful job on the new carpet for the library.

B. Outreach Committee-Liz Vavrik, chair

Janet is meeting with the Savoy Rec Center about working on some new projects. Teacher's gift bags are being prepared for Carrie Busey teachers, since the library did not make gift bags for them at the beginning of the year. The library is also working on some community Christmas programs. There will be a chance for board members to help with some of these upcoming opportunities. The committee is also looking at opportunities to support our veterans and military personnel.

C. Policy/Personnel committee-Mary Thweatt, chair

The committee met and talked about Christmas bonuses. They also discussed salary increases with the minimum wage increases. They discussed the meeting room policy.

D. Finance/Budget Committee-Meghan Peach,

The Finance/Budget Committee did not meet in October.

6. Library Director's Report

The library had been seeing some water damage to books at the Prairie Rose drop box. Upon investigation, it was discovered that the box had some damage and repairs were made and it is back to working order.

7. Unfinished Business

There was no unfinished business

8. New Business

A. Covid protocols

The board discussed what they would like to see with getting back to normal library business after Covid. The board would like to see more in person programming as it is allowed by the CDC, IDPH and the State of Illinois.

B. Appoint two trustees to approve accounts payable for December

Meghan and Maggie volunteered to approve accounts payable for December.

C. Action items: Accept Audit Report: Accept the Audit Report(s) and State of Illinois Comptroller's Annual Financial Report.

Mary K motioned and Nola seconded to accept the Audit Reports and the State of Illinois Comptroller's Annual Financial Report. Mary T-yes, Mary K-yes, Liz V-yes, Amy J-yes, Nola C-yes, Maggie K-yes, and Meaghan P-yes. Motion passed.

D. Action Item: End of year bonuses

Maggie motioned to approve end of year bonuses with Liz seconding the motion.

9. **Closed meeting**

There was no closed meeting.

10. **Trustee Continuing Education:**

The board discussed Serving our Public Chapters 5-8.

Next Meeting January 4, 2022

Adjourned at 7:22 pm

Nola Compton