

CENTRALIA REGIONAL LIBRARY DISTRICT
AUGUST 2022
REGULAR BOARD MEETING

DATE: August 17, 2022

TIME: 4:00 p.m.

PLACE OF MEETING: The Centralia Regional Library District Board of Trustees met in the Monken Activity Room at the library in regular session on Wednesday, August 17. The Meeting was called to order at 4:00 p.m. by President Julie Boltz.

MEMBERS PRESENT: Paula Becker, Vicky Benjamin, Boltz, Karen Bounds, Todd Glispie, Tracey Starr, Bev Virobik.

MEMBERS ABSENT: None.

OTHERS PRESENT: Library personnel: Diana Donahoo, Cyndi Payne, Tammy Wendling
Public: None.

TRAINING: Reviewed the 2022 Illinois Public Library Annual Report (IPLAR).

PUBLIC COMMENT: None.

MINUTES: Virobik made a motion to approve the minutes from the July 20, 2022 regular board meeting. Motion was seconded by Glispie and passed by roll call vote.

Starr made a motion to approve the minutes from the July 25, 2022 special board meeting. Motion was seconded by Bounds and passed by roll call vote.

TREASURER'S REPORT: Trustees reviewed the July report.

BILLS: Bounds made a motion to approve payment of the August bills in the amount of \$59,890.56, with a second from Becker. Motion passed by roll call vote.

REPORT OF MANAGEMENT TEAM/STAFF: Wendling reported that the auditor had picked up the records to start the 2021-2022 audit.

REPORT OF THE DIRECTOR: Included with the minutes. Additional items reported: an amendment request to the Workforce grant was approved which allows us to purchase a solar charging bench and 40 additional hotspots; and Mary Hanks is on a four-week medical leave. In response to a trustee enquiry, Donahoo will look into additional outdoor security cameras in non-covered areas.

REPORT OF THE PRESIDENT: No report.

COMMITTEE REPORTS:

BUILDING & GROUNDS: Donahoo is going to put out a request for bids on the removal of two dead trees on the south side of the building.

COMMUNITY RELATIONS & MARKETING: No report.

FINANCE & CONTRIBUTIONS: The CD that matured this month was left to automatically renew.

LONG RANGE PLANNING: No report.

PERSONNEL & POLICIES: No report.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Cyndi Payne requested an extension on her intermittent leave of absence. After discussion, suggestions, and expectations from the trustees; Bounds made a motion to continue the leave until January 1, 2023 with the stipulation that Payne start work on a plan of action and consider some of the suggestions that came out of the discussion. The motion was seconded by Virobik and passed by roll call vote.

There was no action taken on a new energy contract as no new information was available.

Boltz opened the Budget and Appropriations Hearing for public comment. No one from the public was present to speak.

Becker made a motion to approve Budget and Appropriations Ordinance #22-003. Seconded by Glispie and approved by roll call vote. The hearing was closed with a motion made by Bounds, seconded by Benjamin , and passed by roll call vote.

Becker and Donahoo were appointed Open Meeting Act officers for the current year and Donahoo and Wendling, Freedom of Information Act officers.

Donahoo announced that the requirements of this year's per capita grant is a board review of Serving Our Public 4.0 Standards for Illinois Public Libraries; which will start at the September meeting. Donahoo also announced her retirement as Library Director in June 2023 at the end of the library's current fiscal year.

Boltz briefly discussed the procedure for the director search which will begin after January 1st.

With no other business to come before the Board, a motion to adjourn was made by Bounds; seconded by Glispie and approved by acclamation at 5:00 p.m.

Minutes as presented by:

Acting Secretary, Paula Becker

Prepared by: Diana Donahoo, Library Director