

**Ella Johnson Memorial Public Library**  
**109 S. State Street, Hampshire, IL 60140**  
**Regular Meeting of the Board of Trustees**  
**August 26, 2024**

**Call to Order:** President Linda Wallace called the regular meeting of the Board of Trustees to order at 7:00 pm.

**Present:** Trustees Kim Alberth, Pat Dumoulin, Morgan Kolecke, Suzanne Lattanzio, Judy Pokorny, Linda Wallace

**Absent:** Trustee Karen Williams

**Staff Members:** Executive Director Stephen Bero, Youth Services Manager/Assistant Director Heather Swanson, and Recording Secretary Kimberly Luhman.

**Public:** Friends of the Library Bonnie Keegan and Cathy Czopek, Laura Schraw, Executive Director of Hampshire Township Park District, Jacquelyn Harvey, Mortenson Business Development Manager

**Pledge of Allegiance:** President Wallace led those gathered in the Pledge of Allegiance.

**Changes/Corrections to the Agenda:** Executive session approval added to approval of minutes.

**Questions/Comments-Public/Media:** Laura Schraw, Executive Director of Hampshire Township Park District shared the preliminary drawings of the new Park District building. She talked about the referendum that the Park District will be seeking on November 5, 2024.

**Approval of Minutes:**

**Regular Meeting:** Motion by Trustee Dumoulin and second by Trustee Kolecke to approve the minutes from the Regular Meeting of the Board of Trustees held on July 22, 2024. The minutes were approved by voice-vote consensus.

**Executive Session:** Motion by Trustee Lattanzio and second by Trustee Pokorny to approve the minutes from the Executive Session of the Board of Trustees held on July 22, 2024. The minutes were approved by voice-vote consensus.

**Treasurer's Report:**

- Approval of Bills for August 2024; Payrolls for July 2024. Motion by Trustee Alberth and second by Trustee Dumoulin to approve the August 2024 Bills in the amount of \$28,298.05 and Payrolls in the amount of \$36,271.07. The Bills and Payrolls were approved by voice-vote consensus.
- Financial Report-Trustees reviewed the monthly Financial Report prepared by J. Scott Chilton, CPA.

**Director's Report:**

- Department Reports
- Circulation/Programming/Database Statistics
- Ella's Friends Minutes-June 4, 2024

Director Bero reminded everyone that the library had the busiest summer of all time with our summer reading program. Great job done by the staff. Trustee Wallace added that she appreciates everyone's help and that it is great seeing the numbers.

**Ella's Friends:** Book sale will be held on October 4-6<sup>th</sup> At Prarieview Garden Center. Friends will be needing help and plan on asking the NHS Students to assist. They have assisted in the past and done a nice job.

**President's Report:** Trustee Wallace shared that they are working on town hall meeting dates and times. The referendum will be here fast and will need everyone to help out. Locations currently will be the Hampshire Middle School, Pingree Grove Municipality building and Cambridge Lakes. Dates coming soon. Director Bero added we can only have 2 board members at each meeting.

**Unfinished Business:** Acceptance of deed to property in Pingree Grove.

Motion by Trustee Lattanzio and seconded by Trustee Dumoulin that the Board accept the deed for the property lot 9041 in Pingree Grove, Illinois, on which to erect a library building.

**New Business:**

- A. Renewal of Employment Agreement with Executive Director Stephen Bero.

Motion by Trustee Pokorny and seconded by Trustee Kolecke that the board renew the Employment Agreement with Executive Director Stephen Bero dated September 15, 2024, through September 14, 2025. The motion was approved by voice-vote consensus.

- B. Annual Report of Receipts and Disbursements Fiscal Year 2023-2024

Motion by Trustee Dumoulin and seconded by Trustee Alberth that the board accept the Annual Report of Receipts and Disbursements for Fiscal Year 2023. The motion was approved by voice-vote consensus.

- C. Adoption of Ordinance 2024-08-01 Combined Budget & Appropriations for fiscal Year 2024-2025

Motion by Trustee Dumoulin and seconded by Trustee Lattanzio that the board adopt Ordinance 2024-08-01. The motion was approved by voice vote consensus.

- D. Illinois Public Library Annual Report (IPLAR) for fiscal year end June 30, 2024

1. Final Draft of the IPLAR

Motion by Trustee Dumoulin and seconded by Trustee Alberth that the board accept the IPLAR as presented pending approval of secretary's minutes. The motion was approved by voice vote consensus.

2. Appointment of ad hoc committee to review the secretary's minutes.

Trustee Pokorny and Trustee Alberth will review the secretary's minutes.

**Discussion:** Trustee Pokorny has concerns about personal emails being used for Trustees' especially during the referendum time. Director Bero will be setting up library email accounts for each Trustee. Other concerns regarding being prepared with answers at the Town Hall meetings, as well as staff answering questions. Director Bero is working on a bullet point information sheet. Heather responded to a patron on Facebook and gave the information that we have on our website. Being prepared and being constant with our answers will be best.

**Adjournment:** Trustee Dumoulin motioned for the meeting to be adjourned, seconded by Trustee Alberth. President Wallace adjourned the meeting at 7:48 p.m. Closing of the meeting was approved by voice-vote consensus.

The next Regular Board Meeting is at 7:00 pm on Monday, September 23, 2024.

Respectfully submitted,

Kimberly Luhman, Recording Secretary

Karen Williams, Board Secretary