

Ella Johnson Memorial Public Library
109 S. State Street, Hampshire, IL 60140
Regular Meeting of the Board of Trustees
July 22, 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, and Karen Williams

Absent: None

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 from Mortenson, Director of Business Steve Eskildsen

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

Changes/Corrections to the Agenda: Approval of deed to the Pingree Grove property. Waiting on the closing date. There will be a formal acceptance at a board meeting.

Questions/Comments-Public/Media: Director Bero shared information regarding the library needing a Construction Manager for our future buildings and the steps the board needs to take to acquire one. Mortenson is a Construction Management Firm and Director Bero recommends them. The board will need to send out RFQ's (Request for Qualifications). A committee will need to form and review the RFQ's and then present those selected to the board for interviewing. It is recommended that Dewberry be invited to sit in on the interviews.

Approval of Minutes:

Regular Meeting: Motion by Trustee Pokorny and second by Trustee Dumoulin to approve the minutes from the Regular Meeting of the Board of Trustees held on June 24, 2024. The minutes were approved by voice-vote consensus.

Treasurer's Report:

- Approval of Bills for July 2024; Payrolls for June 2024. Motion by Trustee Alberth and second by Trustee Lattanzio to approve the July 2024 Bills in the amount of \$72,326.35 and Payrolls in the amount of \$33,124.49. 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 was thrilled to report that this year's Summer Reading has brought a lot of positive energy into the library. It has been extremely busy. Registering in person was a great idea. Trustee Kolecke really liked having the paper this year as well. Trustee Pokorny really liked we have programming for all ages not just one specific age group. Trustee Alberth asked if we would be having any future Spanish programming since we had a few patrons ask about it at a previous board meeting. Heather shared that we did try an adult book club and a children's program, but there was a low turnout for both. Director Bero added he would like to add a bilingual staff member in the future to handle such programming.

Ella's Friends: Bonnie reminded everyone of the upcoming book sale in October. There is still a small amount of storage space available at the storage unit.

President's Report: President Wallace shared that she and Stephen met with the Village of Pingree Grove President Amber Kubiak, and Village of Pingree Grove Manager Andy Ferrini to clarify a few things with them after the last board meeting. Their meeting had a lot of positive results. Trustee Wallace wanted to clarify the sincerity of the library wanting to build a library now and not waiting for two years. The Village of Pingree Grove offered up their Village Hall, Senior Center, and or School for a town hall meeting to take place. This would help with answering questions the community may have.

Trustee Wallace reminded everyone that at the August Board Meeting there will be a public meeting before our regular Board Meeting that will start at 6:45 pm.

Unfinished Business: None

New Business:

- A. Approval of closing the library at 2:00 p.m. on Saturday, July 13, 2024. Motion by Trustee Alberth and seconded by Trustee Lattanzio that the board approve closing the library at 2:00 p.m. on Saturday, July 13, 2024. The motion was approved by voice-vote consensus.
- B. Semi-annual review of executive session minutes. Motion by Trustee Pokorny and seconded by Trustee Dumoulin to enter into Executive Session at 7:24 p.m. to discuss 5ILCS 120/2(c)(21) closed session minutes. The motion was approved by voice-vote consensus.

Board returned to its regular meeting at 7:35 pm.

Action as a result of Executive Session: Motion by Trustee Lattanzio and seconded by Trustee Dumoulin to release two Executive Sessions dated February 26, 2024, and March 25, 2024. The motion was approved by voice vote consensus.

- C. Adoption of Ordinance 2024-07-01 Tentative Budget & Appropriations for fiscal Year 2024-2025

Motion by Trustee Dumoulin and seconded by Trustee Williams that the board adopt Ordinance 2024-07-01. Motion was approved by voice vote consensus.

- D. Adoption of Resolution 2024-07-01 approving a plan and estimate of cost in connection with certain library improvements. Motion by Trustee Dumoulin and seconded by Trustee Alberth that the board adopt Resolution 2024-04-01. Resolution was approved by roll call.

Ayes: All
Nays: None
Absent: None
Abstain: None

- E. Adoption of Ordinance 2024-07-02 providing for and requiring the submission of proposition of issuing Library Bonds for the purpose of improving the sites. Motion by Trustee Dumoulin and seconded by Trustee Williams that the board adopt Ordinance 2024-07-02. Resolution was approved by roll call.

Ayes: All
Nays: None
Absent: None
Abstain: None

- F. Executive Session to consider the performance and compensation of a specific employee [5 ILCS 122(c)(1)]

Motion by Trustee Pokorny and seconded by Trustee Lattanzio to enter into Executive Session at 8:01 p.m. to consider the performance and compensation of a specific employee [5 ILCS 122(c)(1)]

Action as a result of Executive Session: None

Board returned to its regular meeting at 8:27 pm.

Discussion: Trustee Williams will not be in attendance at the next Board Meeting.

Adjournment: Trustee Dumoulin motioned for the meeting to be adjourned, seconded by Trustee Williams. President Wallace adjourned the meeting at 8:29 p.m. Closing of the meeting was approved by voice-vote consensus.

The Public Hearing for the Budget & Appropriations is at 6:45 p.m. on Monday, August 26
The next Regular Board Meeting is at 7:00 pm on Monday, August 26, 2024.

Respectfully submitted,

Kimberly Luhman, Recording Secretary

Karen Williams, Board Secretary