

Ella Johnson Memorial Public Library
109 S. State Street, Hampshire, IL 60140
Regular Meeting of the Board of Trustees
June 26, 2023

Call to Order: President Linda Wallace called the regular meeting of the Board of Trustees to order at 7:01 pm.

Present: Trustees Kim Alberth, Suzanne Lattanzio, Judy Pokorny, Linda Wallace, and Karen Williams.

Absent: Trustee Pat Dumoulin

Staff Members: Executive Director Stephen Bero, Youth Services Manager/Assistant Director Heather Swanson, Adult/Tech Department Therese Schiltz, and Recording Secretary Kimberly Luhman.

Public: Amber Kornowski; Doug Pfeiffer, Dewberry; Village of Pingree Grove Trustee, Joe Hirschbein; Brandy Quance, ZRFM Law, Pingree Grove; Village of Pingree Grove President, Amber Kubiak; Hampshire Chief of Police, Doug Pann; Morgan Kolecke, Pat Gebhardt, and Valerie Reh.

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

Changes/Corrections to the Agenda: Approval of Executive Session Minutes

Questions/Comments-Public/Media: None

Approval of Executive Session Minutes: Motion by Trustee Pokorny and second by Trustee Lattanzio to approve the minutes from the Executive Session of the Board of Trustees held on May 22, 2023. Minutes were approved by voice-vote consensus.

Approval of Regular Meeting Minutes: Motion by Trustee Williams and second by Trustee Pokorny to approve the minutes from the Regular Meeting of the Board of Trustees held on May 22, 2023. Minutes were approved by voice-vote consensus.

Treasurer's Report:

- A.** Approval of Bills for June 2023, and Payrolls for May 2023. Motion by Trustee Williams and second by Trustee Alberth to approve June bills in the amount of \$48,696.33 and the May 2023 payrolls in the amount of \$29,118.95.

Ayes: Trustees Alberth, Lattanzio, Pokorny, Wallace, and Williams

Nays: None

Absent: Dumoulin

Abstain: None

- B.** Financial Report-Trustees reviewed the monthly Financial Report prepared by J. Scott Chilton, CPA.

Director's Report:

- A.** Department Reports
- B.** Circulation/Programming/Database Statistics
- C.** PrairieCat Administrative Council Brief-June2, 2023
- D.** Friends Minutes-June6, 2023

Executive Director Stephen Bero shared that there is a growing concern of unattended children utilizing the library. It was suggested that the board review the current policy regarding the age of a care giver with children under the age of 8.

There is also an increase of tutors each day that use the current tables in the children's area, but they would like to use the community room for less distractions while tutoring. We have a space constraint and Heather shared that she is putting up a two-week schedule on the Community Room door to keep them informed when the room will be occupied for library programming.

With the continued increase of traffic in the downtown area a suggestion was mentioned about having senior parking designated in front of the library. Several patrons have expressed concern about having to walk a long distance just to return a book. Trustee Pokorny suggested that having another book drop located in the area would possibly help those that just need to make a quick return. This idea was well received, and Director Bero will allocate funds for a book drop.

Friends of the library have now obtained a storage unit for the book donations.

President's Report: Trustee Wallace shared about a wonderful exhibit that Northern Illinois University currently has, NIU Libraries Presents: Science on a Sphere. Founders Library became the home of the 191st Science on a Sphere. The community is welcome to visit Founders Memorial Library to experience Science on a Sphere, a global display system that projects planetary data onto a six-foot diameter sphere.

Unfinished Business: None

New Business:

- A. Proposal by the Hampshire Police Department for installing a security camera.

Hampshire Police Chief Pann presented the board with the information for the security cameras that would be installed downtown. They would like to put a camera on the library building on the corner of Main and Washington.

Motion by Trustee Lattanzio and second by Trustee Williams to allow the Hampshire Police Department to install a camera on the building. Approved by voice-vote consensus.

- B. Conversation with representatives of the Village of Pingree Grove

Pingree Grove President Amber Kubiak presented to the library the proposal to gift the library with land to build a library in the Village of Pingree Grove. There were many questions that were asked regarding location, size, and the expectations from the library. President Kubiak was able to address any concerns along with Pingree Grove Trustee Hirschbein, and Doug Pfeiffer from Dewberry. The board thanked the Village of Pingree Grove and agreed that a response back to the Village of Pingree Grove regarding the generous offer of land should come soon.

- C. Adoption of ordinance 2023-06-01 Setting Meeting Dates for Fiscal Year 2023-2024. The December 2023 and May 2024 regular meeting date falls on a holiday. Those two meetings will be moved one week earlier.

Motion by Trustee Williams and Seconded by Trustee Alberth. Approved by voice-vote.

- D. Appointment of Trustees to the Committee for the semi-Annual Review of Executive Session Minutes.

Trustee Wallace appointed Trustees Lattanzio and Alberth. They will meet prior to the July Board Meeting to review minutes.

- E. Working Budget for Fiscal Year 2023-2024

The budget for next year will be reviewed and presented at the July meeting.

There was much discussion regarding the payroll budget. A decision was made to increase each employee pay by 7.7%. Approved by voice-vote consensus.

Discussion: None

Adjournment: Trustee Lattanzio motioned for the meeting to be adjourned, seconded by Trustee Alberth. President Wallace adjourned the meeting at 8:54 pm. The adjournment of the meeting was approved by voice-vote consensus.

The next Regular Board Meeting is at 7:00 pm on Monday, July 24, 2023.

Respectfully submitted,

Kimberly Luhman, Recording Secretary

Karen Williams, Board Secretary