

Williamsfield Public Library District

Minutes of Board Meeting: Monday, July 25, 2022

- I. The Meeting was called to order by V-President Robert Haugland at 6:32pm. Also in attendance were Trustees Shirley Pauer, Jana Kutkat, and Eric Bell (remote); and Director Kelly Goodin. Trustees Aggie Powers and Meg Ott were absent.
- II. **Correspondence** none
A Public welcome was extended to Laura Gibbs.
- III. **Consent Agenda** On a motion by Trustee Kutkat, seconded by Trustee Bell, the Consent Agenda was approved. [1]
- IV. **Director's Oral Report** *Old WPL issues of the *Williamsfield Times* have been donated to the Historical Society. *As of July 1, 2022, mileage reimbursement was raised to \$.62.5 from \$.58.5 *A secretary's audit is needed by Sept. 15th. * A rough draft of the WPLD Budget for the August meeting was distributed. *WPL has both Mobile Circ and RSA up and going, * The per capita grant is up \$670 for a total of \$3097.50, Based on the number of patrons updated with 2020 Census results. *Staff has completed training for Sexual Harassment Avoidance training. *Electronics recycling has been picked up. *Winter Fest planning spearheaded by staff at WPL is ready, with an anticipated date of the second Saturday in December. Williamsfield Can wants involvement. A Program will be prepared by the Fine Arts of the High School. *Sam Rice, local author of *Finding Monte Henderson*, will be present for a, "Mug & Muffin" session Saturday morning, August 13 at WPL: refreshments, conversation, book signings. *Summer Reading has had 15-20 kids enroll, and 8-10 student volunteers.
- V. **Committee Reports, Recommendations, and Action Items**
 - a. **Financial/Budget Committee:** FY 22-23 Budget Draft is completed and will be presented at 6:15 before the August 22 WPLD Board Meeting.
 - b. **Building & Grounds Committee:** no report
 - c. **Policy/By-Laws Committee:** In lieu of information Director Goodin received at the Springfield Directors' Conference concerning policy streaming, Committee work is on hold.
 - d. **Personnel Committee:** haven't met
- VI. **Community Group Liaison Report**

Park Activities: July 23: showing of movie; dunk tank

Mapping Comm.

Historical Society: Mary Rice picked up old *Williamsfield Times*. Old letters (correspondence) have been typed for legibility for Bob Myers.
- VII. **Old business (Discussion and Action items)**
 - a. Trustee Vacancy & Appointment: Trustee Bell moved to appoint Laura Gibbs to fill the Trustee vacancy expiring in 2025, with swearing-in prior to the August meeting. Trustee Kutkat seconded. Motion passed. [2]
 - b. FOI/OMA Certificates and updated ethics statements were signed.
 - c. Trustee Pauer moved, seconded by Trustee Kutkat, to buy 750 books at \$1125 from the McNaughton leased books. Passed [3]. Trustee Kutkat moved, seconded by Trustee Pauer, to remove WPLD from the McNaughton lease plan with Amazon Books as the new primary purchase source. Passed [4].
- VIII. **New business (Discussion and Action items)**
 - a,b,c. On a Motion by Trustee Bell, seconded by Trustee Kutkat the existing services were renewed: Attorney Services by Whitney & Potts; Legal Publication by *The Knoxville Bulletin*; Auditing Services by Bluckner & Kneer. Passed [5].
 - d. Trustee Bell was appointed to complete the FY21-22 Secretary's Audit

e. Trustee Kutkat moved, seconded by Trustee Bell, to participate in Illinois Libraries Present at the cost of \$80. This will consist of a monthly packet of programming materials, to be handled by Librarian Williams. Motion passed. [6]

f. Trustee Bell moved, seconded by Trustee Kutkat to approve the \$25,000 transfer to Special Reserve from Corporate completed June 29, 2022. Roll Call vote: Kutkat: aye; Bell: aye Haugland: aye Pauer: aye; Ott: absent; Powers: absent. Motion passed. [7]

g. FY22-23 Budget Draft has been published and is available at the WPL desk. The Budget Hearing will be August 22, 2022 @6:15 p.m.

IX. Adjournment Trustee Pauer moved to adjourn at 7:38. Trustee Kutkat seconded. Passed [8].

Shirley A. Pauer