

Library Board Meeting Minutes

June 10, 2025

Present: Chantelle Thompson, Joe Rice, Becci Powers, David Steckel, Marci Heiser, & Library Director Christine Cunningham

Absent: Casey Phillips

Meeting called to order at 7:03PM

No Public Comment

No Friends of the Library Report (Cindy was not present)

Secretary's Report: Becci motioned to approve minutes for May 13, 2025 meeting as amended. Marci seconded. Motion carried.

Treasurer's Report: We are 1 month into the fiscal year with an account balance of \$108,437.28. We have a CD maturing on June 20. Becci will decide on the best term to renew this CD based on interest rates at the time of maturity. She may relocate some of the money in this CD to checking.

Bills: Marci motioned to approve Visa Debit Charges totaling \$461.96 for Amazon, Thrift Books, & Consumer Reports. Becci seconded. Motion carried. Other bills to note, \$110.35 to Illinois Department of Revenue. Becci motioned to approve \$171.18 to Baker & Taylor. Marci seconded. Motion carried.

Librarians Report: Christine gave librarians report. See attached.

OLD BUSINESS

IPLAR – Chirstine is working on this. It is due by June 30.

Annual Report to Mayor – Christine will draft, Chantelle will edit. The plan is to have it prepared before June 25th meeting with Village Board.

Election of Officers: Tabled swearing in of new & reelected trustees and election of officers until July meeting due to Casey's absence.

NEW BUSINESS

4th of July Holiday – Library will be closed on Friday, July 4th but will remain open on Thursday, July 3rd despite Homer Freedom Festival.

Treasurer Audit Report – Becci gathering & preparing information for this. Christine will scan information so it can be sent digitally to auditor.

Discuss FY 2024 Audit Report – No fraud or mismanagement found. Report noted that we were over budget and suggested we investigate the cause & remedy this. Although we were over budget on a few line items, we were under budget overall.

Discuss FY 2025 Technology Grant – This is a \$12,500 grant. Application is due by June 16. Christine will fill out and submit application. She will list our needs for computer/software & printer/copier upgrades as well as investing in eBooks.

Annual Sexual Harassment Training – Christine will be sending out links to complete this training.

School Electronic Registration – Christine will provide library & Cards for Kids information to school to be included with registration materials.

Approve Renewal of Illinet/OCLC Contract – Marci motioned to approve renewal. Joe seconded. Motion carried. Chantelle & Christine have signed the contract to renew.

Meeting adjourned at 7:57PM

Prepared by Joe Rice (Vice President) on 6/11/25