

Mount Carroll District Library Board Meeting Minutes

June 9th, 2021

Call to order: by Laurel Bergren at 6:00 pm

Attendees: Pat Foltz, Laurel Bergren, Tom Sorg, Pam Naples, Paula Watson, Marsha Foltz, Anna Gray, Virginia DeSwarte

Absent:

Agenda Approval: Sorg/M.Foltz Roll Call: Sorg – yes, P.Foltz – yes, Bergren – yes, Watson – yes, M.Foltz – yes

Appoint New Trustee: A motion was made by P.Foltz/M.Foltz to appoint Virginia DeSwarte to the vacant Library Board Trustee position Roll call – Sorg – yes, P.Foltz – yes, Bergren – yes, Watson – yes, M.Foltz - yes

Public Comment: None

Friends of the Library Report: Anna Gray – Balances in accounts \$2,540.012. The July meeting will be in person at the library on July 6th at 6 pm. A meeting was held with the CPA regarding the 1099 forms. She recommended moving forward is the best option at this time. The old account has been closed and the funds moved to the new account. Friends are offering two Road Scholar programs in Zoom format, July 8th Brian Fox Ellis on Blackhawk's View of Illinois History and September 2nd Caroline Kisiel on Did Black Lives Matter in Early Illinois. Friends had a booth at the Farmer's Market selling books and promoting the library, they earned \$95.00. The Friends group ordered puzzles with a picture of the library as a fund raiser for the group. A quote is being secured from Compliance Signs for a sign with the Friends new name.

Secretary's Report Approval: for the May 12th, 2021 Board Meeting with the correction of Swearing in of Trustees instead of Officers. Watson/Sorg Roll call - Sorg – yes, P.Foltz – yes, Bergren – yes, Watson – yes, M.Foltz – yes, DeSwarte – yes.

Financial Report Approval: M.Foltz/DeSwarte Roll call – Sorg – yes, P.Foltz – yes, Bergren – yes, Watson – yes, M.Foltz – yes, DeSwarte – yes.

Payment of Bills Approval: P.Foltz/Sorg Roll call – Sorg – yes, P.Foltz – yes, Bergren – yes, Watson – yes, M.Foltz – yes, DeSwarte – yes.

Librarian's Report:

1. May Statistics – See report
2. The first Summer Reading was held on June 6th and had 40 attendees. Val Ward gave an art program. 95 Children's items were checked out that day.
3. The Per Capital Grant was used to purchase STEM backpacks with take home activities. The Kickoff will be June 12th.

4. Our three book clubs are meeting in person
5. Lego Night was on June 3rd with 32 attendees.
6. Euchre will begin in July
7. Diane Manikowski will return for the month of July to fill in at the desk as needed and do some Tot Times.
8. The Library will participate in the Mount Carroll 4th of July Parade. Anyone that wants to walk in the parade is welcome.
9. Naples conducted the employee review for Atherton in May and will do the review for McDermott in June. Naples recommended raises according to the previously approved merit raise schedule.

Committee Reports:

1. Building and Landscape Maintenance: (Naples, Sorg) Naples will contact Plattenberger Plumbing about a new water filter for the water fountain.
2. Informal Education: (P.Foltz, McCaskey, Naples, Watson) meetings suspended until fall.
3. Finance: (Bergren, P.Foltz, M.Foltz, McDermott, Naples) meetings to be held Saturday prior to board meeting @ 9am – No report
4. Facilities Design Committee: (Bergren, Sorg, P.Foltz, Watson, M.Foltz) No report
5. Capital Campaign: (Bergren, Watson, Naples, Atherton, M.Foltz) meetings held weekly on Tuesday @ 5pm – No Report

Old Business:

1. Covid 19 Continuing Response – We will remove Covid 19 Response from our agenda.
2. Director and Officer Liability Insurance – waiting for a quote from Mt Carroll Insurance Agency.

New Business:

1. Rehab and Expand Update: The Secretary of State has verified that our money is in our account at First State Bank of Shannon. We are expecting a Detailed Project budget from Winter Design by June 18th. Submission to the Secretary of State is required by June 30th.
2. Review and Adopt FY 2021-2022 Budget: Sorg/M.Foltz Roll Call – Sorg – yes, P.Foltz – yes, Bergren – yes, Watson – yes, M.Foltz – yes, DeSwarte – yes.
3. Review and Adopt Children Youth Services Policy: P.Foltz/Watson Roll Call – Sorg – yes, P.Foltz – yes, Bergren – yes, Watson – yes, M.Foltz – yes, DeSwarte – yes.
4. Review and Adopt Stem Kit Check-Out Policy: DeSwarte/P.Foltz Roll Call – Sorg – yes, P.Foltz – yes, Bergren – yes, Watson – yes, M.Foltz – yes, DeSwarte – yes.
5. Director's Review: An employee review was conducted by Bergren and M.Foltz on June 8th at 5 pm.

President's Message: Welcome Virginia DeSwarte to the Library Board.

Swearing in of Trustee: Virginia DeSwarte took the oath of office as presented by Naples.

Adjournment: 7:08 pm by Sorg/P.Foltz Roll call – Sorg – yes, P.Foltz – yes, Bergren – yes, Watson – yes, M.Foltz – yes, DeSwarte – yes.