

Mount Carroll District Library Board Meeting Minutes

October 12th, 2022

Call to order: by Paula Watson at 6:00 pm

Attendees: Marsha Foltz, Pam Naples, Tom Sorg, Valerie Ward, Paula Watson, Virginia De Swarte, Catherine Mahaney

Absent: Laurel Bergren, Pat Foltz

Agenda Approval: Sorg/De Swarte

Public Comment: None

Friends of the Library Report: Balance in the account \$6382.50. The Memorandum of Understanding with Library Board was approved. A decision to apply for Sales Tax Exemption Status was approved. Three signatures on the checking account signature card was approved. The formation of a Grant Research Committee was approved. The formation of a Members Event Committee was approved. Revisions to by-laws were approved, most notably to change a quorum to consist of 4 members instead of 6.

Secretary's Report Approval: September 14th Board Meeting: Ward/De Swarte

September 24th Special Board Meeting: M.Foltz/De Swarte

Financial Report Approval: Sorg/De Swarte

Payment of Bills Approval: M.Foltz/Sorg

Librarian's Report:

1. September Statistics – See Report
2. Pumpkin Fest on October 29th – 10:00 am line up for the Kids & Critters Costume Parade at the Hotel, followed by Halloween Story Time and snacks at the library temp location.
3. Continuing Education: Pam will take training on Autism.
4. Euchre begins on October 13th at 4:00 pm at the library temp location.
5. Carnegie Book Club and Breakfast Book Club continue meeting.
6. We will wait to fill the assistant Librarian position until December.
7. Review Compensation Policy at the November board meeting.
8. Prairie Cat Go Live will extend our agreement for 3 months. The training takes 2 weeks.
9. October we offered Take and Make Silly Monsters.

Committee Reports:

1. Building and Landscape Maintenance: (Naples, Sorg) No report

2. Informal Education: (P.Foltz, Naples, Watson) as needed. No report
3. Finance: (Bergren, P.Foltz, M.Foltz, McDermott, Naples) meetings to be held Saturday prior to the meeting. No report
4. Facilities Design Committee: (Bergren, Sorg, P.Foltz, Watson, M.Foltz, De Swarte)
No Report
5. Capital Campaign: (Bergren, Watson, Naples, Atherton, M.Foltz) No report

On Going Business:

1. Construction Project Update: Windows should be in the week of October 24th. Wood inside doors are expected in January. Elevator is expected in December.
2. Construction Schedule:
3. On-going operations during construction:

Old Business:

1. Review and Approve Memorandum of Understanding document between the Friends of the Mount Carroll Library NFP and the Mount Carroll District Library. A motion was made by De Swarte/Sorg to approve the Memorandum of Understanding between the Friends of the Mount Carroll Library NFP and the Mount Carroll District Library Board. Motion carried.

New Business:

1. Review and Adopt Ordinance No. 22-10-01 Ordinance Levying and Assessing Tax for Mount Carroll District Library of the Counties of Carroll and Jo Daviess, State of Illinois for the Fiscal year Beginning the 1st day of July, 2022 and ending the 30th day of June, 2023. Motion to Adopt the Ordinance by Sorg/De Swarte. Motion carried.
2. Authorize Winter Construction Pay request of \$305,939.40 dated October 4, 2022: A motion was made by Ward/Sorg to approve the payment to Winter Construction. Motion carried.

President's Message: Laurel is sad she missed the meeting.

Adjournment: 6:31 pm by De Swarte/M.Foltz

Respectfully submitted, Marsha Foltz, secretary