

Mount Carroll District Library Board Meeting Minutes

September 14th, 2022

Public Hearing call to order: by P.Foltz/M.Foltz at 6:00 pm Motion to approve Ordinance 22-09-01 Annual Budget and Appropriation Ordinance for the Fiscal Year Beginning the 1ST day of July 2022 and Ending the 30th day of June 2023 by De Swarte/Ward. Roll Call: Sorg – yes, P.Foltz – yes, De Swarte – yes, Bergren – yes, Ward – yes, M.Foltz – yes. Motion carried. Motion to close Public Hearing by M.Foltz/Ward.

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

Attendees: Laurel Bergren, Marsha Foltz, Pat Foltz, Pam Naples, Tom Sorg, Valerie Ward, Virginia De Swarte, Allen Rosenberg

Absent: Paula Watson

Agenda Approval: M.Foltz/De Swarte

Public Comment: None

Friends of the Library Report: Balance in the account \$6,134.68. The Illinois Road Scholar Program on Women's Suffrage will be held September 18th at the Community House. Friends are supplying pies for the children at the September Community event. The Memorandum of Understanding could not be approved due to lack of a quorum. The Quilt Raffle will run from September 3rd to December 3rd. Sales of books at the Farmer's Market hit a high of \$115.00. More books are needed. Friends of the library applied for a Grant from Illinois Humanities and we expect to hear in the next few days. We are forming a committee to identify grant opportunities going forward.

Secretary's Report Approval: P.Foltz/Ward

Financial Report Approval: Sorg/De Swarte

Payment of Bills Approval: M.Foltz/P.Foltz

Librarian's Report:

1. August Statistics – See report
2. Diane Manikowski is volunteering to work at the library several days each week until a new assistant librarian is hired.
3. We will continue programming on a limited basis until we hire another employee and are back in the library.
4. Beginning a Homestead Tour was held on August 13th at 10 am. Thank you to Dave and Virginia De Swarte and Kenneth and Mary Cummins for the tour.

5. Bergren, Sorg, De Swarte and Ward will have to obtain signatures on a petition starting September 20th and file to file with Carroll County between December 12th and 19th to be on the ballot next April for Library Trustee.
6. We will be taking applications in September for the vacant Children's Librarian position.
7. Community Days Story Time will be on September 17th.

Committee Reports:

1. Building and Landscape Maintenance: (Naples, Sorg) No report
2. Informal Education: (P.Foltz, Naples, Watson) as needed
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) We discussed the process for picking fixtures for the library
5. Capital Campaign: (Bergren, Watson, Naples, Atherton, M.Foltz) Bergren and Naples are contacting our biggest donors and setting up tours for donors.

On Going Business:

1. Construction Project Update: We are on track
2. Construction Schedule: Waiting for Jo-Carroll to complete work on the transformer. Waiting for sidewalk plans from MSA and the City of Mount Carroll. Hopeful to be in by Thanksgiving.
3. On-going operations during construction: We are serving 20 – 25 patrons per day at the temporary location.

Old Business:

1. Review and Approve Memorandum of Understanding Draft between the Friends of the Mount Carroll Library NFP and the Mount Carroll District Library. Tabled this item until October.

New Business:

1. Review and Adopt Ordinance No. 22-09-01 Annual Budget and Appropriation Ordinance for Fiscal Year Beginning the 1st day of July 2022 and Ending the 30th Day of June 2023. Motion to adopt the ordinance Ward/De Swarte. Roll call vote: Sorg – yes, P.Foltz – yes, De Swarte – yes, Bergren – yes, Ward – yes, M.Foltz – yes. Motion Carried.
2. Authorize Winter Construction Pay request of \$349,006.53 dated September 1, 2022: A motion was made by Sorg/P.Foltz to approve the payment to Winter Construction. Motion carried.

President's Message: We are moving along and excited to have an engaged board.

Adjournment: 6:47 pm by De Swarte/M.Foltz

Respectfully submitted, Marsha Foltz, secretary