

Tri-Township Public Library
Board of Trustees Meeting
Regular Meeting
March 7, 2023

Call to Order: Meeting was called to order by Vice-President Erschen at 7:01 pm

Roll Call:

Board - Present: Akridge, Erschen, Henry, Juehne, and Scheller Absent: Ashcraft and Espindola
Public – Present: David Cassens, Tri-township library director, Elizabeth Fischer, Interim Assistant Director

Input to the Agenda -

Board: None

Public: None

Input of Agenda Items

- Volunteer Dinner
- FMLA
- Hoopla contract
- Online newspaper renewal
- Decennial Committee

Approval of Minutes:

1. Regular meeting minutes February 7, 2023-Motion made by Scheller and seconded by Akridge to accept the minutes as amended.

Ayes: Carried by Acclamation

2. Closed Meeting minutes February 7, 2023- Motion made by Scheller and seconded by Henry to accept the minutes.

Ayes: Carried by acclamation

Treasurer's Report:

We are financially sound and solvent.

Director's Report:

1. All employees have been signed up for Reaching Forward South. We received a discount on enrolling as a group for \$72/person and Catherine won a lottery for a free entrance.
2. After speaking to our accountant, Kathy, and attorney, we are applying for the ERC tax credits. This modified ERC program may have an allotment of \$15,000.
3. Statistics for Hoopla Circulation, beginning in 2019 to present will be reviewed with board members.

4. Energy rates for 2022 from Constellation Brokerage Energy were distributed to board members for review.
5. Belle Rose Manor LLC has put in a bid for the large lot behind the library. A letter for reference was distributed to the board. Concerns for soil abatement cost would be prohibitive for library purchase. A public hearing is pending.
6. Statistics reviewed.

Maintenance: None to report

Communication:

- 1) A prior bid by Bob Lotz of \$160 for landscaping was issued and accepted. Bob has now changed the pricing to \$200. This was not accepted by the board. Other bids will be reviewed.
- 2) Governor Pritzker's "Tax on Local Government Efficiency Act" requires a report by June 10th, 2023. Three times per year a designated committee consisting of Jarvis Township Supervisor, two public members and board members meet to discuss how the board is doing as a whole. Thoughts were to meet prior to assigned board meetings three times per year.

Old Business:

- 1) Greenspace:

More vegetation and items have been cleared. A stump is still needing to be cleared.

- 2) Utilization Committee:

Two bids for doing the survey along with terms and services were given. These will need to be reviewed. Once survey is completed, a bid will be issued by the architect.

- 3) Budget Committee:

Budget Committee is waiting on form from Madison County as to how much the library will be getting from taxes. The final vote on the library's budget will be in July 2023.

- 4) Volunteer Banquet

Kathy Scheller presented a brochure for catering from Joe's Pizza and Pasta. Cost will be at \$8-\$10/person. Prizes of gift cards for volunteers will be issued at \$15/person. Total budget for volunteer banquet is at \$2000 annually. With the board discretionary fund being \$4,000 annually. Volunteer Banquet will be on April 20, 2023.

New Business:

1) Community Room Rental Fee:

An increase in cost for rental of community room was discussed. The library is well underpriced based on other venues available in the community. Present pricing is at \$100 for community room and kitchen. A proposal for increase from \$100 to \$150 for community room and \$50 for Greenspace and board room was presented. Any booking after March 7th would be at this price.

A motion was made by Akridge and seconded by Henry to increase pricing for community room and kitchen booking to \$150 and for Greenspace and board room to \$50.

Ayes: Akridge, Erschen, Henry, Juehne and Scheller

2) FMLA and mileage reimbursement for staff:

A new policy for FMLA and mileage reimbursement was disbursed to board members to take home and read for discussion and vote at next board meeting.

3) July Board Meeting:

As July's board meeting falls on July 4th, it was decided to change this to July 11th.

4) Hoopla:

Presently, we pool money to pay for Hoopla rather than pay monthly. Statistics for usage and costs were discussed for 2019 to present. Presently, there is no wait time and unlimited use of library material between patrons. Currently patrons can rent 10 items at a time per month. Discussion was to reduce the checkout to 5 checkouts/person/month and see where the usage/cost stands over the next few months.

A motion was made by Scheller and seconded by Henry to pay \$10,000 to Hoopla as a pool with the idea we would track usage over the next few months.

Ayes: Akridge, Erschen, Henry, Juehne and Scheller

5) Online Newspapers:

Troy Times-Tribune has yet to sign a copyright agreement and give Newspapers.com access to the current issues of the Troy Times-Tribune. For access of this paper as well as multiple newspapers in-state a yearly cost of \$859 is required to be issued through Newspapers.com.

A motion was made by Henry and seconded by Scheller to pay \$859 to Newspapers.com for online access to community and state newspapers.

Ayes: Akridge, Erschen, Henry, Juehne and Scheller.

A motion was made by Scheller and seconded by Akridge to adjourn meeting. Meeting adjourned at 8:38 pm.

Announcement: Dawn Henry announced that an Illinois House Bill 2789 for protection of libraries and banning of books is being voted on. Once a final vote is commenced in Illinois House, we as a board will need to put in place a policy concerning banning of books.