

MASCOUTAH PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
MARCH 28, 2024

The Board of Trustees of the Mascoutah Public Library held its regular meeting at the Library on March 28, 2024 at 6:15 p.m.

Trustees present were Nancy Larson, Roger Grodeon, Scot Erickson, Suzy Friederich, Jordan Rehfeldt, Kay Connolly and Merly Friedland; absent were Frank Bandre and Wayne Wilhelm. Also present was Library Director Joel Pikora.

President Nancy Larson presided and Merly Friedland recorded the minutes.

Additions to agenda – None. Public comments – None.

The minutes of the last board meeting held on January 16, 2024 were approved as written.
(Motion by Kay, second by Roger)

Financial Report: Joel presented the Balance Sheet as of February 29, 2024, the statements of income and expenses for the months of January and February, 2024 and the (10-month) year-to-date period from May 1, 2023 to February 28, 2024. The following is a summary of income and expenses at the end of 10 months of this fiscal year, 10/12ths or at the 83.33% mark.

<u>Account</u>	<u>Actual</u>	<u>Budget</u>	<u>% of Budget</u>
Property Taxes	\$386,894	\$395,190	97.90%
Other Taxes & Levies	79,544	81,910	97.11%
Gen. Revenue, Other Income	<u>51,469</u>	<u>38,282</u>	134.45%
TOTAL INCOME	\$517,907	\$515,382	100.49%
TOTAL EXPENSES	<u>(442,147)</u>	(519,079)	(85.18%)
NET INCOME	<u>\$ 75,760</u>		
Cash & Temporary Investments	\$546,938		

Joel stated that actual income is slightly above budget; we do not anticipate receiving major income until next summer. Expenses are generally within budget, however, due to economic conditions, we experienced increased costs in some areas of operations.

The Board unanimously approved the above financial statements and ordered that the same be filed for audit. *(Motion by Suzy, second by Scot)*

Personnel Committee Report: A) The Committee met on February 13, 2024 to choose a Slate of Officers and Members of Standing Committees to serve during Fiscal Year 2024-25. Thereupon, the Committee submitted the following nominations, to be May 21, 2024 Board Meeting.

Officers: **President:** Nancy Larson, **Vice President:** Wayne Wilhelm, **Secretary:** Merly Friedland, **Treasurer,** Frank Bandre

Building & Grounds: **Chairman** – Wayne Wilhelm, **Members:** Suzy Friederich, Scot Erickson, Joel Pikora

Finance: **Chairman** – Frank Bandre, **Members:** Merly Friedland, Roger Grodeon, Joel Pikora

Policy: **Chairman** – Wayne Wilhelm, **Members:** Jordan Rehfeldt, Kay Connolly, Joel Pikora

Personnel: **Chairman** – Nancy Larson, **Members:** Roger Grodeon, Kay Connolly, Joel Pikora

B) The Personnel Committee met on March 6, 2024 to review current employee compensation and benefits and determine salary adjustments in FY2024-25.

On behalf of the Committee, Nancy presented in detail and recommended for Board approval, a proposed salary schedule for the library staff for FY 2024-2025, totaling \$239,674.00

The Board reviewed the current Library Salary Schedule for each staff position, along with their duties and years of service. Joel is very pleased with the performance of the staff and gives them every opportunity to enhance their knowledge and skills.

Thereupon, the Board approved, by unanimous voice vote, the said recommendation of the Personnel Committee, to adopt the proposed salary schedule for FY 2024-2025 in its entirety, as presented. (***Motion by Scot, second by Jordan***)

Director's Report: Please refer to the Director's written report for the March, 2024 Board Meeting, the Comparative Library Circulation Report for January/February 2023 and January/February 2024, Non-Resident Registrations and Library Programming Report.

The Director brought up other matters for Board information, discussion and appropriate action:

- A) MSD 19 Student Card Update – The funding of the student card project, originally intended to cover grades K-8, has been delayed. Subsequent development calls for the inclusion of Grades 9-12. Coverage of the entire district will require further work. The completion of this project is unlikely to occur for the 2024-2025 school year. Joel will update the Board at the May meeting.
- B) FY24-25 Grant Applications – We are applying for two grants for the incoming fiscal year. The first is an ALA gaming grant to expand gaming program for teens. The second is the Project Next Generation grant for a laptop charging cart and laptops to run a coding course for high school students.

Director's Report-continued:

- C) Upcoming Programs and Events – These include eclipse viewing event, Metro East Youth Art Show, Baby Prom. We are also warming up for summer reading and several other activities for both young and adults.
- D) Director's University 2.0 – Joel plans to attend the conference in Oglesby, IL from April 9-11th.
- E) Warrior Wear Library Apparel- The library has an apparel store on the indicated website. See our design on various T-shirts and our logo on a polo shirt.
- F) The annual Statements of Economic Interest is due on May 1, 2024. Please give Joel a copy of the filed Statements for library records.

Old Business: Board Mentorship Program – Joel will provide more information on how to access the program at the next board meeting.

New Business: Following discussions and considerations, and upon motions duly made and seconded, the Board unanimously approved these actions:

- A) Approved the Schedule of FY2024-2025 Regular Board Meeting Dates (*Motion by Suzy, second by Roger*)
- B) Approved Non-Resident Participation for FY2024-2025 at a rate of \$158.00 (*Motion by Roger, second by Suzy*)
- C) Approved by unanimous voice vote the Switching of PC Management Software from SAM to Envisionware at a cost of \$2,670. (*Motion by Suzy, second by Jordan*)
- D) Approved the Draft of Mascoutah Public Library Long Range Plan 2025-2027. (*Motion by Scot, second by Roger*)

Discussion – None.

Adjournment: There being no further business, President Nancy declared the meeting adjourned at 7:26 p.m. The next regular Board Meeting will be on May 21, 2024 at 6:15 p.m.

Merly T. Friedland
Secretary

