

MASCOUTAH PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
SEPTEMBER 20, 2022

The Board of Trustees of the Mascoutah Public Library held its regular meeting at the Library on September 20, 2022 at 6:15 p.m.

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

President Nancy Larson presided and Merly Friedland recorded the minutes.

Additions to Agenda : None. **Public Comments** : None.

Minutes: The minutes of the last Board meeting on August 16, 2022 were approved as written.
(*Motion by Suzy, second by Kay*)

Financial Report: Joel presented the Balance Sheet as of August 31, 2022, and the statements of income and expenses for the month of August 2022 and the 4-month year-to-date period from May 1, 2022, to August 31, 2022. Total year to date income was \$248,094, representing 52.21% of budget and expenses were \$182,152 or 37.90% of budget. We have received \$186,128 in tax monies from the County, or 49.04% of budget. The Personal Property Replacement Tax of \$5,355 came in and pushed the revenues upward. Expenses on adult newsprint were higher than expected. The unused portion of the budget for Database Subscriptions will be reviewed to see if it could be used on other Library Materials Expense category.

Cash in bank and temporary investments (net of current liabilities) at 8/31/2022 - \$458,996.

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

Building Committee Report: The Committee met on August 31. Scot reported that the work on the water cooler and toilets has been completed. An invoice from Home Solutions for \$4,513.82 was presented for Board approval.

The Board approved, by unanimous voice vote, the payment of above stated invoice and amount to cover the work on the water cooler and toilets. (*Motion by Roger, second by Suzy*)

Scot also brought up the need for resealing the rear door and will need further discussion of this issue.

Director's Report: Please refer to the Director's detailed written report for the September, 2022 Board Meeting covering library operations and activities since the last meeting, the Comparative Library Circulation Report for August, 2021 and August, 2022, Non-resident Registrations and Library Programming.

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

Director's Report – continued:

- A. ARSL Conference – Joel and Ivy attended the Association for Rural and Small Libraries Conference in Chattanooga, Tennessee from September 14-17. They found the conference very educational and gained valuable knowledge to enhance our collection and programming. The cost of attending the conference was \$2,266.29, which is over the previously approved budget of \$2,000.

At the August meeting, the Board approved the amount of \$2,000 to cover expenses for attending both the ARSL and ILA annual conferences. The ILA conference has yet to occur in October.

After discussion, the Board approved by unanimous voice vote, to increase the budget for attending above mentioned conferences from \$2,000 to \$3,500.

(Motion by Scot, second by Roger)

- B. LED Lighting Project - Joel has begun working on this project to update the library's lighting to LED fixtures. He has contacted Rodd Whelpley at the Illinois Municipal Electric Agency (IMEA) to get started with the application and go through the process leading to LED refitting at a most reasonable cost through grants and other incentive programs.

Old Business: A. Public Health Update – There are no significant changes in dealing with the COVID. As the flu season approaches, the public is encouraged to observe preventive measures by getting flu shots, boosters and sanitation/health aids.

- B. Standards for Illinois Public Libraries Review – Joel led a discussion covering Illinois Public Library Core Standards, Governance and Administration, Personnel, Access, Building Infrastructure and Facility Management, Safety, and Collection Management, under Chapters 1, 2, 3, 4, 5, 6, and 7, respectively. The Board reviewed and discussed in detail the pertinent checklists, library's established goals, operating policy & procedures, level of performance and effectiveness in meeting the required standards.

New Business: Debit/Credit Card Payments - The Board reviewed the material from Ladera Business Solutions relating to the possibility of the library having to accept Debit/Credit payments. This item was tabled at this time.

Discussion: As part of the building maintenance and improvements program, the Board will request the Building and Grounds Committee to check the Sprinkler, Smoke and Fire Alarm Systems.

Adjournment: There being no further business, President Nancy declared the meeting adjourned at 7:34 p.m. The next Board Meeting will be on November 15, 2022 at 6:15 p.m.

Merly T. Friedland
Secretary