

**C. E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT**  
**Board of Library Trustees**  
**Mt. Vernon, Illinois**  
**November 8, 2022**

**7:00-7:15 PM**            **2022-23 Budget Open for Comments from the Public**  
**No Visitors.**

The meeting was called to order at 7:15 PM by President Amanda Crider. Those present were Amanda Crider (ZOOM), Valerie Davis, Hannah Greever (ZOOM), Bob Metcalf, Alyson Morris, Linda Woodrome, Sharon Yearwood, Director Bill Pixley, and Assistant Director Esther Curry. President Crider read the following: **THE LIBRARY BOARD MEETING WILL BE HELD IN PERSON WITH BOARD MEMBERS WHO HAVE ONE OF THE FOLLOWING CRITERIA ATTENDING REMOTELY:**

- 1. Personal illness or disability;**
- 2. Family or other emergency; or**
- 3. Employment purposes or business of the Public Body.**

**THE MEETING CAN BE ACESSED VIA ZOOM...**

**Audience to Visitors:** Brewster Davis  
Greg Lamberson

**Secretary's Report:** The Secretary's Report was previously given to the Board. As there were no corrections or additions, Linda Woodrome made a motion to accept the November 8, 2022 Secretary's Report. Valerie Davis seconded the motion. The motion carried. ROLL CALL #1 was approved 7-0.

**Correspondence:** None.

**Treasurer's Report:** Treasurer Bob Metcalf presented the following report:

Community First Bank	General Operating Fund	\$401,412.00
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>1,510,108.00</u>
	TOTAL	\$2,111,462.00

Sharon Yearwood made a motion to accept the Treasurer's Report. Valerie Davis seconded the motion. The motion carried. ROLL CALL #2 was approved 7-0.

**Director's Report:** Director Pixley informed the Board that Sarita Kimble picked up a packet to run for Trustee in the spring election.

**Staff Reports:** Assistant Director Curry reported that Linda Kolb had been hired part-time as a clerk. Linda had worked previously at Brehm Library.

**Report of Officers:**

**President:** President Crider was excited to see the large numbers participating in Books for Treats and at the Fall Festival booth.

**Treasurer:** None.

**Standing Committees:**

**LEAP: SEE:** Unfinished Business

**Illinois Heartland Library System: None.**

**Shakespeare Foundation:** Bob Metcalf reported that the Foundation had been very active recently. The trustees had met and decided to send the annual fund raising letter in December. Bob stated he thought the Foundation would be able to give the library \$17,000 this year. The monies are to be used for an electronic sign on the north side of the building to match the one on the south side.

**Unfinished Business:**

**Library Expansion (LEAP):** Greg Lamberson stated that Dewberry Architects had set up an in-house survey to garner more responses from the community. So far, according to Greg, the response had been very good. Dewberry has completed all the in-person and virtual surveying. According to responses Vorhese received, the fundamental issue is lack of space. Greg said the library is now ready for Dewberry to move to the next phase. Amanda Vorhese will be able to give us her report at the board meeting, December 13.

**2<sup>nd</sup> Reading and Approval of Levy Ordinance:** The motion to approve the Levy Ordinance for 2022-23 was made by Amanda Crider. Sharon Yearwood seconded the motion. The motion carried. ROLL CALL #3 was approved 7-0.

**2nd Reading and Approval of the Budget Ordinance:** The motion to approved the Budget Ordinance for 2022-23 was made by Valerie Davis and seconded by Linda Woodrome. The motion carried. ROLL CALL #4 was approved 7-0.

**New Business:**

**Discussion of Community Engagement for the Library/Friends of the Library:**

Greg Lamberson stated that the library had a fundamental need for community support and involvement—a “cheerleader” for the library. One way to address this issue would be to form a Friends of the Library group. This group would assist the library with short and long term projects and fund raising. Another way, in the short term, would be to hire a Director of Development. Greg suggested Sandy Sennet as a possibility for this position. Sandy has assisted with the Granada Theatre project in the Mt. Vernon Downtown area. Greg said he thought we might also like a process called Heart and Soul. He stated that he would explain more about this at the January meeting. The idea of a magazine approach, similar to that used by Rome Grade School for assistance and fundraising, was raised. Greg said the cost of four issues would run about \$25,000. Currently the library’s newsletters, according to Director Pixley, cost about \$500 yearly. Greg ended by saying there were many things that could be done. Discussions are to continue concerning community engagement.

**Library Audit:** Director Pixley had previously provided each board member with a copy of the recent Rice Sullivan, LLC audit. As there were no questions, Bob Metcalf made a motion to approve the audit for 2021-22. Alyson Morris seconded the motion. The motion carried. ROLL CALL #5 was approved 7-0.

**Resolution to Authorize Payment of Bills Without a Quorum:** Linda Woodrome made a motion to authorize the payment of library bills, when a quorum of the board is not present; and to then approve those bills at the next monthly board meeting. Valerie Davis seconded the motion. The motion carried. ROLL CALL #6 was approved 7-0.

**Closed Session:** None.

**Adjournment:** Linda Woodrome made a motion to adjourn the meeting, Bob Metcalf seconded the motion. The motion carried. ROLL CALL #7 was approved 7-0. President Amanda Crider adjourned the meeting at 8:21 PM.

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