

**C.E. Brehm Memorial Public Library District
Board of Trustees
Minutes—April 11, 2023**

THE LIBRARY BOARD MEETING WILL BE HELD IN PERSON, WITH BOARD MEMBERS WHO HAVE ONE OF THE FOLLOWING CRITERIA, ATTENDING REMOTELY.

To attend electronically, the member attending an in-person meeting must show:

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

The meeting can be accessed via ZOOM...

The meeting was called to order at 7:02 PM by President Amanda Crider. Those present were President Crider, Valerie Davis, Hannah Greever. Bob Metcalf, Linda Woodrome, Sharon Yearwood, Director Bill Pixley, and Assistant Director Esther Curry. Alyson Morris was present via phone.

Audience to Visitors: Greg Lamberson

Secretary's Report: The Secretary's Report was previously presented to the board members. As there were no additions or corrections to the minutes, Linda Woodrome made a motion to accept the April 11, 2023 minutes. Hannah Greever seconded the motion. The motion carried. ROLL CALL #1 was approved 7-0.

Correspondence: Director Pixley informed the board that he had received notice from the Clerk of the Board of Review that a local hearing on the tax appeals of BRISAM VERNON, LLC and DDC Hotels Inc. were to be held.

Treasurer's Report: Treasurer Bob Metcalf gave the following report:

First Community Bank	General Operating Fund	\$ 516,491.00
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>1,510.108.00</u>
	TOTAL	\$ 2,226,541.00

Director Pixley requested that \$100,000 be moved from savings to checking.

Valerie Davis made a motion to accept the Treasurer's Report; pay the April bills; and transfer \$100,000 from savings to checking. Linda Woodrome seconded the motion. The motion carried. ROLL CALL #2 was approved 7-0.

Director's Report: Director Pixley reported that the electronic signage had been installed on the north-east corner of the library but that the electrical portion had not yet been hooked up. He also stated that he had put out two bids for the tuck pointing project. Only one business, McMillan, had responded at this time and that bid was expected next week.

Staff Reports: Susan Williams reported that story times and Home Schoolers Hook-Up had been very successful in the Children's Department in March.

Report of Officers: President: None.

Treasurer: None.

Standing Committees:

Finance: None.

Personnel: None.

Policy: None.

Bldg and Grounds: None.

Community Relations: None.

Special Committees:

Annex Committee: The March 29, 2023 minutes of the Annex Committee

were read by Secretary Sharon Yearwood. As there were no corrections or additions to the minutes. Linda Woodrome made a motion to accept the March 29, 2023 Annex Committee minutes as read. Amanda Crider seconded the motion. The motion carried. ROLL CALL# 3 was approved 3-0. Director Pixley added that Sandy Sinnott was a possibility to assist the expansion with fund raising.

LEAP: Greg Lamberson reported that he had spoken with Amanda Voorhees and she would like to see a smaller subcommittee, or executive committee, to work with her as we enter Phase II. This subcommittee could be made up of representation from the administration, LEAP committee, board, or others. Lamberson stated that he would speak with members of the LEAP committee to see if anyone would be responsible for meeting with this small group.

Illinois Heartland Library System: Assistant Director Esther Curry reported that the IHLS Board was in the middle of Executive Board elections.

Shakespeare Foundation: None.

Unfinished Business: 1. **Training:** Director Pixley reminded the board that the Open Meetings Act training needed to be completed. Also Sexual Harassment Training needed to be completed by June 30, 2023.

2. **Library Expansion (LEAP):** Minutes of the March 22, 2023 Joint Meeting of the LEAP Committee, the Library Board, and the Library Staff were provided to the board. As no additions or corrections were made, President Crider made a motion to accept the March 22, 2023 minutes of the Joint Meeting of the LEAP Committee, the Library Board, and the Library Staff. Hannah Greever seconded the motion. The motion carried. ROLL CALL #4 was approved 7-0. The board did not feel the need for an additional meeting with Dewberry, and would like to continue on to Phase II.

3. **Statement of Economic Interest:** All statements must be turned in to the Director by April 30, 2023.

4. **Annex Committee Meeting:** An Annex Committee meeting has been scheduled for Wednesday, April 19, 2023 at 1:30 PM in the Art Room at Brehm Library.

New Business: 1. **Director's Evaluation:** President Crider stated that she will e-mail the evaluation instrument for Director Pixley to each board member. These evaluation forms must be returned to President Crider at the date specified on the form. The board will give Pixley his evaluation at the June, 2023 board meeting, Pixley also reminded the Personnel Committee that a meeting needed to be arranged to discuss administrative and staff salaries before June.

2. **Decennial Committee on Local Government Efficiency.** This committee made up of the whole board, Greg Lamberson, April Kohute, and Director Pixley will meet on May 9, 2023 at 6:30 PM at the Brehm Library board room.

Closed Session: None.

Adjournment: Valerie Davis made a motion to adjourn the meeting. Linda Woodrome seconded the motion. The motion carried. ROLL CALL #5 was approved 7-0. President Crider adjourned the meeting at 8:03 PM.
