

**C.E. Brehm Memorial Public Library District
Board of Trustees
Minutes—August 8, 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.**
- 4. Unexpected childcare obligation**

The meeting can be accessed via ZOOM...

The meeting was called to order at 6:58 PM by President Amanda Crider. Those present were President Crider, Hannah Greever, Bob Metcalf, Alyson Morris, Linda Woodrome, Director Bill Pixley, and Assistant Director Esther Curry.

Audience to Visitors: Greg Lamberson, Holly Johnson and family

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 July 11, 2023 minutes. Bob Metcalf seconded the motion. The motion carried. ROLL CALL #1 was approved 5-0.

Correspondence: Director Pixley informed the board that he had received a Tax Appeal Letter.

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

First Community Bank	General Operating Fund	\$ 256,259.00
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>1,510,108.00</u>
	TOTAL	\$ 1,966,309.00

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

Linda Woodrome made a motion to accept the Treasurer's Report; pay the July bills; and transfer \$100,000 from savings to checking. Hannah Greever seconded the motion. The motion carried. ROLL CALL #2 was approved 5-0.

Staff Reports: The Summer reading program was a big success, with a 41% increase in participation over last year.

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: None.

Concept Design: Hannah Greever made a motion to accept the July 11 and July 31 minutes from the Concept Design Committee. Amanda Crider seconded the motion. The motion carried. ROLL CALL #3 was approved 6-0.

Illinois Heartland Library System: None.

Shakespeare Foundation: Bob Metcalf reported that the Shakespeare Foundation was doing well with its investments, and anticipated being able to contribute to the library again this year.

Unfinished Business: 1. **Training:** Director Pixley reminded the board of those that still needed to complete the yearly Open Meetings Act training and Sexual Harassment Training
2. **Library Expansion Discussion:** Greg Lamberson reported that Dewberry will be moving forward with new designs based on recent feedback provided by the Concept Design Committee.

New Business: 1. **Resolution to Approve check signers for the library:** Amanda Crider made a motion to approve Linda Woodrome, Bill Pixley, Bob Metcalf, Hannah Greever, and Amanda Crider as Check Signers for Library. Linda Woodrome seconded the motion. The motion carried. ROLL CALL #4 was approved 5-0.

2. **Approve Annual Report** Amanda Crider made a motion to approve the Annual Report. Hannah Greever seconded the motion. The motion carried. ROLL CALL #5 was approved 5-0.

3. **Closing the Library for Fall Fest Sept. 30th** - Linda Woodrome made a motion to close the library for Fall Fest on Saturday, September 30th. Amanda Crider seconded the motion. The motion carried. ROLL CALL #6 was approved 5-0.

4. **Vote for new Board Member** - Holly Johnson and her family were introduced to the board. Linda Woodrome made a motion to recommend Holly Johnson as a new Board Member. Hannah Greever seconded the motion. The motion carried. ROLL CALL #7 was approved 5-0.

5. **Changing the Library's Mission Statement** - At the most recent Annex committee meeting Sharon Yearwood suggested the following additions to the Library's mission statement:

- Education and entertainment programs for all ages
- Technology for Public Use

Amanda Crider made a motion to include these additions to the library mission statement. Linda Woodrome seconded the motion. The motion carried. ROLL CALL #8 was approved 5-0.

6. **Review of Closed Session Minutes** - Closed Session Minutes were reviewed by Linda Woodrome and Alyson Morris, with the recommendation to keep closed session minutes closed. Amanda Crider made a motion to keep the minutes closed. Alyson Morris seconded the motion. The motion carried. ROLL CALL #9 was approved 5-0.

Closed Session: None.

Adjournment: Linda Woodrome made a motion to adjourn the meeting. Hannah Greever seconded the motion. The motion carried. ROLL CALL #10 was approved 5-0. President Crider adjourned the meeting at 7:50 PM.
