

**C.E. Brehm Memorial Public Library District
Board of Trustees
Minutes—May 14, 2024**

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 7:00 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: None

Secretary's Report: The Secretary's report was previously presented to the board members. President Crider pointed out that the report should have listed Sharon Yearwood as being present for the meeting, and that Amanda Crider and Sharon Yearwood should have been listed as attending on Zoom. Linda Woodrome made a motion to accept the corrected April 9, 2024 minutes. Hannah Greever seconded the motion. The motion carried. ROLL CALL #1 was approved 5-0.

Correspondence: Director Pixley informed the board that he had received tax appeal letters.

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

First Community Bank	General Operating Fund	\$ 978,508.00
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>1,722,555.00</u>
	TOTAL	\$ 2,901,005.00

Director Pixley requested that \$50,000 be moved from savings to checking. Linda Woodrome made a motion to accept the Treasurer's report; pay the April bills; and transfer \$50,000 from savings to checking. Hannah Greever seconded the motion. The motion carried. ROLL CALL #2 was approved 5-0.

Director's Report: Director Pixley reported that the library would need to be closed on May 20 and June 3 for electrical work in the library, as internet and computers would be affected.

Staff Reports: Esther reported that trustees should have received an email with a link to the ILEAD resource, and may need to check with her about setting a password for the account.

Report of Officers: President: None.

Treasurer: None.

Standing Committees:

Finance: None.

Personnel: None.

Policy: None.

Bldg and Grounds: None.

Community Relations: None.

Special Committees:

Concept Design Committee:

Annex Committee:

Decennial Committee: Amanda Crider made a motion to accept the report and minutes of the final Decennial Committee meeting. Hannah Greever seconded the motion. The motion carried. ROLL CALL #3 was approved 7-0.

Illinois Heartland Library System:

Shakespeare Foundation: Bob Metcalf reported that funds will be invested into exchange traded funds soon.

Unfinished Business: 1. **Library Expansion:** Reese Rutland has still not received anything from the Attorney General's office. Linda has still not heard back from Dave Severin, so she will try calling him. President Crider offered to try calling the AG office if she could get the necessary information from Reese.

2. **OMA Training and Sexual harassment Training:** Several board members still need to finish this training.

3. **Director's Evaluation:** The board reviewed the director's evaluation, which had an average of 3.8 for all 14 areas of evaluation.

New Business: 1. **Approval of Whistleblower Policy & Appointment of Whistleblower Auditor:** Linda Woodrome made a motion to approve the addition of the Whistleblower policy and to appoint Alyson Morris as Whistleblower Auditor for the board. Bob Metcalf seconded the motion. The motion carried. ROLL CALL #4 was approved 5-0.

2. **Set meeting time for Personnel Committee to discuss staff salaries and Director's retirement:** The personnel committee agreed to meet on Wednesday, May 29th at 3:00pm.

3. **Purchase new disc cleaner:** Hannah Greever made motion to approve the purchase of a new disc cleaner for the library. Amanda Crider seconded the motion. The motion carried. ROLL CALL #5 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 #6 was approved 5-0. President Crider adjourned the meeting at 7:31 PM.
