

**C.E. Brehm Memorial Public Library District
Board of Trustees
Minutes—July 9, 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 6:57 PM by President Amanda Crider. Those present were President Crider, Hannah Greever, Holly Johnson, Bob Metcalf, Alyson Morris, Linda Woodrome, Director Bill Pixley, and Assistant Director Esther Curry. Sharon Yearwood attended by speaker phone.

Audience to Visitors: Reese Rutland

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 June 11, 2024 minutes. Hannah Greever seconded the motion. The motion carried. ROLL CALL #1 was approved 7-0.

Correspondence: None.

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

First Community Bank	General Operating Fund	\$ 609,583.00
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>1,723,845.00</u>
	TOTAL	\$ 2,533,370.00

Director Pixley requested that \$100,000 be moved from savings to checking. Amanda Crider made a motion to accept the Treasurer's Report; pay the June 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 outdoor lights would be replaced with LEDs in order to be more cost effective. He also gave the board members updates for policy manuals, including the whistleblower policy and the updated table of contents. Director Pixley asked if the board would prefer to continue to have separated seating during meetings or would like for everyone to sit at the conference table. Amanda and Sharon both indicated that they might prefer to sit separate but that they would both be comfortable sitting in the chairs in the room, and it wouldn't be necessary to set up folding tables.

Staff Reports: The Children's department reported 371 patrons signed up for the summer reading program, and more than 100 attendees at each of the first two Summer Reading events.

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:

Illinois Heartland Library System: None.

Shakespeare Foundation: None.

Unfinished Business: 1. **Library Expansion:** Reese Rutland gave a verbal report to the board providing an update on his approval with the Attorney General, and his plans moving forward which include collecting data through a SWOT analysis, and potentially through a general information survey. Assistant Director Curry shared that the ILA can help to manage funds for any donors that require donating through a 501c3. Reese will be attending the monthly board meetings to continue to keep the board updated on his progress.

New Business: 1. **Review Minutes for Per Capita Grant:** Linda Woodrome and Alyson Morris both reviewed the meeting minutes to make sure that they were signed.
2. **Working Budget** Bob Metcalf made a motion to approve the working budget for FY 2024-25. Sharon Yearwood seconded the motion. The motion carried. ROLL CALL #3 was approved 7-0.

Closed Session: None.

Adjournment: President Crider made a motion to adjourn the meeting. Linda Woodrome seconded the motion. The motion carried. ROLL CALL #4 was approved 7-0. President Crider adjourned the meeting at 7:31 PM.
