

**C.E. Brehm Memorial Public Library District  
Board of Trustees  
Minutes—January 14, 2025**

**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 was called to order at 7:04 PM by President Amanda Crider. Those present were President Crider, Hannah Greever, Holly Johnson, Bob Metcalf, Alyson Morris, Sharon Yearwood, 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. As there were no additions or corrections to the minutes, Sharon Yearwood made a motion to accept the December 10, 2024 minutes. Hannah Greever seconded the motion. The motion was approved 6-0 by voice vote.

**Correspondence:** The library received a thank you card from Jason Newell at Community First Bank, and a property tax exemption letter from Deaconess.

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

First Community Bank	General Operating Fund	\$ 687,278.00
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>2,280,507.00</u>
	TOTAL	\$ 3,167,727.00

Hannah Greever made a motion to accept the Treasurer's Report, pay the December bills, and transfer \$125,000 from savings to checking. Amanda Crider seconded the motion. Amanda Crider, Hannah Greever, Holly Johnson, Bob Metcalf, Alyson Morris, and Sharon Yearwood voted in favor of the motion. ROLL CALL #1 was approved 6-0.

**Director's Report:** 19 people were in attendance for the New Year's Eve event.

**Staff Reports:** Assistant Director Curry noted that she would follow-up with the suggestion of moving Genealogy phone calls to the daysheet.

**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:** None.

**Annex Committee:** None.

**Illinois Heartland Library System:** None.

**Shakespeare Foundation:** Bob Metcalf reported that the fundraising campaign in December brought in \$12,000 in donations, which will be reinvested.

**Unfinished Business:** 1. **Library Expansion:** The new Dewberry contract for the Revised Concept Study puts the cost to re-do phase 2 at \$27,890. Director Pixley will get in touch with Amanda Vorhees at Dewberry to ask for more details about the square footage that could be added for various project costs. More deliberation is needed in order to decide how much the library is able to raise for the project, as well as the total square footage needed. The board agreed to table the discussion until the February board meeting.

**New Business:** 1. **Rice Sullivan LLC audit agreement** - Sharon Yearwood made a motion to renew the Rice Sullivan LLC audit agreement. Hannah Greever seconded the motion. Amanda Crider, Hannah Greever, Holly Johnson, Bob Metcalf, Alyson Morris, and Sharon Yearwood voted in favor of the motion. ROLL CALL #2 was approved 6-0.

2. **Approval of the purchase of CDs from Community First Bank** - Hannah Greever made a motion to approve the purchase of two CDs from Community First Bank. Sharon Yearwood seconded the motion. Amanda Crider, Hannah Greever, Holly Johnson, Bob Metcalf, Alyson Morris, and Sharon Yearwood voted in favor of the motion. ROLL CALL #3 was approved 6-0.

3. **Sump Pump for Genealogy** - Hannah Greever made a motion to approve the contract for a new sump pump. Sharon Yearwood seconded the motion. Amanda Crider, Hannah Greever, Holly Johnson, Bob Metcalf, Alyson Morris, and Sharon Yearwood voted in favor of the motion. ROLL CALL #4 was approved 6-0.

4. **Replace Parking Lot Lights with New LED Heads** - Bob Metcalf made a motion to approve replacing the parking lot lights with new LED heads. Alyson Morris seconded the motion. Amanda Crider, Hannah Greever, Holly Johnson, Bob Metcalf, Alyson Morris, and Sharon Yearwood voted in favor of the motion. ROLL CALL #5 was approved 6-0.

5. **ILLINET annual ILL report** - This was submitted by Director Pixley; Assistant Director Curry did the annual certification.

6. **New staff/inventory laptop** - Hannah Greever made a motion to approve the purchase of a new laptop. Holly Johnson seconded the motion. Amanda Crider, Hannah Greever, Holly Johnson, Bob Metcalf, Alyson Morris, and Sharon Yearwood voted in favor of the motion. ROLL CALL #6 was approved 6-0.

**Closed Session:** None.

**Adjournment:** President Crider adjourned the meeting at 8:07 PM.

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