

# **REGULAR BOARD MEETING**

## **Meeting Minutes**

**Thursday April 21, 2022 6:30 pm**

1. Winnebago Public Library Board of Trustees Meeting called to order at 6:41 pm by Staci Thompson followed by reciting the Pledge of Allegiance.

2. Roll Call:

Staci Thompson -present  
Tracy Kruse - ABS  
Neil Potter - ABS  
Wanda Cwiklo - present  
Jacquie Olsen - present  
Gary Brown - present  
Jim Ferrar - present  
Katie Schmoyer - WPL Library Director

3. Additions or Corrections to the Agenda

4. Public Comment

No representatives from the community were in attendance.

5. Friends of the Library

Paula Black is still looking for Bake goods and a few open spots for volunteers needed for Book sale. Call Paula Black if available.

6. Approval of Meeting Minutes

A motion was made by Staci Thompson to approve the March 17, 2022 Meeting Minutes and seconded by Gary Brown with corrections.

Staci Thompson - yes  
Tracy Kruse - ABS  
Neil Potter - ABS  
Wanda Cwiklo - yes  
Jacquie Olsen - yes  
Gary Brown - yes  
Jim Ferrar - yes  
Motion carried.

6. Reports, Discussion & Action Items

6.1 President's Report

6.2 Director's Report

Thayer Lighting Proposal to add lighting to the DVD area downstairs (which is much darker in the winter), and the new service boundaries map (link in attachment). To the best of my knowledge there are no discrepancies that I can

see. We had a population change from 2010 (7,913 population) to 2020 (7,299 which is a new and lower population amount)--so a decrease.

Objectives Progress Highlights:

1. Reclamation is done. Now Emily and I will train to learn how to catalog material going forward into the OCLC software system.
2. Per Capita Grant--We have about \$5,117.39 left (I'm going to have Tim confirm this for me to make sure we are on the same page) that we can move from furniture & fixtures to IT.
3. Records Organization & Disposal--Recommend we move to next year's fiscal year.

Currently working on a budget so I will not have a copy of the operating budget for this upcoming meeting. How do you want to handle objectives for upcoming fiscal year in light of the strategic planning we are currently working on?

IMRF is set up under Timothy Kilbreath now and all of the expected, back dated payments to IMRF have been made.

6.3 Treasurer's Report

A motion was made by Gary Brown to approve the Treasurer's Profit and Loss Budget vs Actual July 2021 through March 2022 and seconded by Jim Ferrar.

Staci Thompson - yes

Tracy Kruse - ABS

Neil Potter - ABS

Wanda Cwiklo - yes

Jacquie Olsen - yes

Gary Brown - yes

Jim Ferrar - yes

Motion carried.

Expenditures Approval

A motion was made by Staci Thompson to approve the Expenditure Report for March 2022 and seconded by Gary Brown.

Staci Thompson - yes

Tracy Kruse - ABS

Neil Potter - ABS

Wanda Cwiklo - yes

Jacquie Olsen - yes

Gary Brown - yes

Jim Ferrar - yes

Motion carried.

6.4 Grounds Maintenance

Waiting on Chad Insko to sign contract

Meridian did the wedding..

#### 6.5 Interior Maintenance

A motion was made by Gary Brown to approve the Thayer Lighting Proposal and seconded by Jacquie Olsen.

Staci Thompson - yes

Tracy Kruse - ABS

Neil Potter - ABS

Wanda Cwiklo - yes

Jacquie Olsen - yes

Gary Brown - yes

Jim Ferrar - yes

Motion carried.

#### 6.6 Policy Manual

No updates at this time.

#### 6.7 Personnel

No updates at this time.

6.8 Closed Session--Closed Session: 5ILCS 120/2 (1): the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee or legal counsel for the public body.

Not needed at this time.

#### 7. Unfinished Business

#### 8. New Business

#### 9. Upcoming Meeting

Thursday, May 19, 2022 at 5:30 pm - Strategic Planning

Thursday, May 19, 2022 at 6:30 pm

#### 10. Adjournment

A motion was made by Staci Thompson adjourned at 6:49 pm and seconded by Jim Ferrar.

Staci Thompson - yes

Tracy Kruse - ABS

Neil Potter - ABS

Wanda Cwiklo -yes

Jacquie Olsen - yes

Gary Brown - yes

Jim Ferrar - yes

Motion carried.

6. Set up a meeting - Thursday, May 19, 2022 at 5:30 pm.

7. Adjournment

A motion was made by Wanda Cwiklo to adjourn at 6:30 pm and seconded by Gary Brown.

Staci Thompson - yes

Tracy Kruse - ABS

Neil Potter - ABS

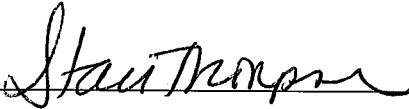
Wanda Cwiklo -yes

Jacque Olsen - yes

Gary Brown - yes

Jim Ferrar - yes

Motion carried.



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Staci Thompson - WPL Board of Trustee President



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Wanda Cwiklo - WPL Board of Trustee Secretary