

**NOTICE OF BOARD MEETING
WINNEBAGO PUBLIC LIBRARY DISTRICT**

*Gary Brown, President - Jacquie Olsen Vice President, Jim Ferrar, Treasurer - Wanda Cwiklo, Secretary
Ron Gibson, Trustee - Wendy Bennett, Trustee - Mark Stockman, Trustee*

Notice is hereby given that the Winnebago Public District, Winnebago County, Illinois, will hold a Board Meeting of the Winnebago Public District Board of Trustees at the Winnebago Public Library, 210 North Elida Street, Winnebago, Illinois 61088.

This time, date and purpose of the meeting are set forth in the following agenda:

**REGULAR BOARD MEETING MINUTES
Thursday, February 15, 2024 6:30 pm**

1. Call to Order and Pledge of Allegiance
Meeting called to order by Gary Brown at 6:30 pm followed by the Pledge of Allegiance.
2. Roll Call:
Gary Brown - present
Jacquie Olsen - present
Jim Ferrar - present
Wanda Cwiklo - present
Wendy Bennett - present
Ron Gibson - ~~present~~ absent
Mark Stockman - present
Guest: none
3. Additions or Corrections to the Agenda: None
4. Public Comment: None
5. Approval of Meeting Minutes: None Presented
6. Reports, Discussion & Action Items
 - 6.1 President's Report
The President presented the need to provide insurance coverage for items belonging to the Winnebago Community Historical Society but stored in the library. The Board will need to review the insurance policy to see how this is addressed.
 - 6.2 Director's Report: The Director presented a comprehensive report regarding the status of the Prairie Cat installation and initial start of operation. She also addressed issues with the fire sprinkler system and the need to get quotes for work to fix the problems. She brought the board up to date on the two types of insurance policies that the library maintains and that their coverage was now fully implemented.

The Director informed the board that she would be submitting the annual Per Capita Grant request. Finally she discussed a study of the required number of hours to be worked for PPD and their relation to what is carried over to the next year.

Finally the Director presented the Library FY24 Statistics.
The Board approved the Director's Report

6.3 Treasurer's Reports:

6.3.1 Reconciliation Statement

The Treasurer reported that there were no unusual expenditure during the month. A motion to accept the Report was made and seconded.

Gary Brown - yes

Jacque Olsen - yes

Jim Ferrar - yes

Wanda Cwiklo - yes

Wendy Bennett - yes

Ron Gibson - ~~yes~~ a b...
a b...

Mark Stockman - yes

Motion is approved

6.3.2 Profit and Loss Statement

The Treasurer presented that at the 58% point in the fiscal year we are operating within our budget and that a study by Jim and Tim provided that we are on track to incur a \$7,200 deficit. Down considerably from a \$40,000 deficit.

A motion to accept the Report was made and seconded.

Gary Brown - yes

Jacque Olsen - yes

Jim Ferrar - yes

Wanda Cwiklo - yes

Wendy Bennett - yes

Ron Gibson - ~~yes~~ a b...
a b...

Mark Stockman - yes

Motion was approved

6.3.3 Bank CD

The Treasurer reported that the \$100,000 CD at German American State Bank would be maturing on March 22, 2024 and that he was pursuing other avenues to reinvest these funds including another bank and possibly Government T-Bills

The Board approved the FY 23 Audit Report and contract with Mike Schindler CPA to prepare our Annual Financial Report for FY 24 for \$550.

6.4 Grounds Maintenance: No Report

6.5 Facility

6.5.1 – Nelson Carlson: Need more info regarding leaking fire sprinkler heads

6.5.2 – Foley Electric: Need more info

Both items tabled to March meeting.

6.6 Policy Manual

6.6.1 - The Library Policy Manual is now on our new computer system

6.6.2 – Purchasing Policy – 1st Review

6.7 Personnel

Our Maintenance Man has to be added to our Workers Compensation Package

Closed Session--Closed Session: 5 ILCS 120/2 (1): the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee or legal counsel for the public body. Nothing Required

7. Unfinished Business

7.1.1 Our "drainage" issue with the property to the north of the building needs to be resolved. We need to review the site plan which the county has.

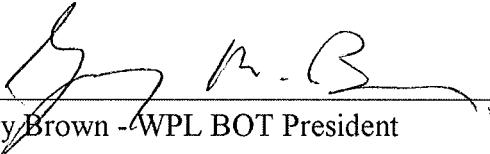
8. New Business

8.1 - 024 Economic Interest Forms age due March 15th

9. Next Regular Board Meeting - March 21,

10. Adjournment

Motion was made and seconded to adjourn at 8:30~~pm~~
Motion was approved.



Gary Brown - WPL BOT President



Jim Ferrar - WPL BOT Pro-Tempore Secretary