

April Board Minutes

Minutes of Board of Trustees Meeting – April 3, 2023

Case-Halstead Public Library – Maddux Room, 550 Sixth St., Carlyle, IL 62231

Board Members Present:

Frank Buckingham, President	Valerie Nolte
Cheryl Brinkmann –Secretary	Tom Frerker - Treasurer
Angie Redeker	Stephanie Wilton
Karen Jones	

Board Members Absent: Jeff Taylor

Visitors Present:

Present: Keith Housewright, Library Director

- I. Call to Order/Roll Call/ Introduction of Guest
 - a. Meeting was called to order at 7:00PM by Frank.
- II. Pledge of Allegiance
- III. Meeting Minutes – March, 2023
 - a. Tom made the motion to approve the Meeting Minutes
 - i. Karen seconded the motion
 - ii. All were in favor, motion passed
- IV. Treasurer’s Report
 - a. Bills discussed – March Bills reviewed, Interest Statements reviewed
 - b. Darren made the motion to approve Library Bills/Treasurer’s Report as presented.
 - i. Valerie seconded the motion
 - ii. All in favor – motion passed
- V. Library Director’s Report
 - a. Utility Report (included in packet)
 - b. Library Statistics for March ((included in packet for review)
 - c. YS Report - Story-Time attendees for month: 47
 - d. March Story Walk – 36
 - e. Book Club - two books reviewed - 14 attendees
 - f. Library Clerk Position #3 discussed. At present time, no one specific person is in that spot. The hours allotted to that slot will be used by a possible hire and current clerks on an as needed basis.
 - g. Library Telescope – Keith is researching the possibility of purchasing a telescope from the St. Louis Astronomical League . We are on their waiting list and the League was offered use of the Maddux Room when they are ready to build.
 - h. Library Story Walk – Keith shared that the Vonnahme Family will sponsor the purchase of the stands, signs, and plexiglass to create the walk.
 - i. 85th Anniversary Events - nothing specific for April. Plans are progressing for the Anniversary Celebration in June.
 - j. A list of upcoming events for the Library was shared. Many events are scheduled through July including programs for the Summer Reading Program.

- VI. Standing Committee Reports/Other Reports.
- a. Budget Committee Report - the Budget Committee met on March 29th to look over details and discuss the upcoming budget. Board members were given time to review the proposed budget and to ask questions about the proposed budget.
 - b. City Council Liaison – did not attend
 - c. Friends of the Library – Friends are sponsoring several programs for the Summer Reading Program. Book Sale is planned for the weekend of city-wide yard sales in May.
- VII. Public Comment: no public in attendance
- VIII. Old Business:
- a. Outdoor Story Walk materials discussed. The Vonnahme family will sponsor the Walk
 - b. Board members were reminded that SOE is due May 1st
 - c. Library Workers' Day - Keith will get \$15 gift cards for each clerk from DQ. Thank you cards were signed by members of the Board.
- IX. New Business:
- a. Action Item: FY2024 Budget Approval and Vote
 1. After discussion and questions being addressed, the FY2024 Budget was put to a vote with the following added: The Director's pay will increase from \$56, 228 by 3% to \$57, 928 effective April 4, 2023. The Youth Director's pay will increase from \$16.25 per hour by 3% to \$16.74 per hour effective April 4, 2023. Tom made the motion to approve FY 2024 Budget, Darren seconded. All were in favor.
 2. Truth in Taxation was discussed by the Committee members with the Board members. Without needing public vote, the Library Board may vote to raise the Levy by the maximum allowed - 105% . Darren made the motion to approve the Truth in Taxation limit. Angie seconded with Board voting in favor. All were in favor.

The Case-Halstead Public Library Board of Trustees approved the motion to increase the levy amount by the maximum allowable under the Truth-in -Taxation guidelines.
- X. Personnel Committee – No Closed Session Needed
- XI. Trustee Education : Facts File provides a variety of Trustee information – Board Trustees urged to study areas independently. <http://cyberdriveillinois.com>. Final Trustee Education presentation will be after the May Board Meeting.
- XII. Adjournment: Darren, seconded by Angie. All were in favor – meeting adjourned at 7:56PM

NEXT MEETING: May 1, 2023 at 7:00PM

Meeting Minutes Submitted By: Cheryl Brinkmann