

**Julia Hull District Library
Board of Trustees Minutes
May 15, 2023**

Present: Kelley Roganowicz, Sara Grobe, Jason Miller, Jackie Schumacher, Jeff Mickey, Kathleen Bierman

Director, Joanna Kluever

Absent: Karl Hall

The regular meeting was called to order by President Jason Miller at 5:31 p.m.

Public: None (Donna Fruin attended the meeting as a prospective Board member. If interested, she may be sworn in at a future meeting)

Oaths of Office: Jason Miller administered the Oath of Office to trustees that have recently been elected or appointed to the Board. Jason Miller, Kathleen Bierman, Jeff Mickey and Jackie Schumacher all took the Oath of Office at this meeting.

Election of Officers: A motion was made by Kathleen Bierman and seconded by Jeff Mickey to retain the current officers in their positions for an additional year. A vote was taken by roll call (Sara Grobe: yes, Kelley Roganowicz: yes, Jeff Mickey: yes, Jackie Schumacher: yes, Jason Miller: yes, Kathleen Bierman: yes), and passed unanimously.

Secretary's Report: April 2023 Minutes: Minutes from the month of April were read and discussed. A motion was made to approve the minutes by Sara Grobe, and seconded by Jeff Mickey. A vote was taken and passed unanimously.

Financial Report: The financial report for April was presented, accepted, and filed. The report was created by Jeff Mickey, treasurer. There were several Summer Reading Program t-shirts sold during a pre-program sale and several other Julia Hull pieces of merchandise were sold during the month of April.

Director's Report:

- a. The weeding project continues in advance of the renovations coming this summer. The staff is currently working in the adult and juvenile fiction series sections.
- b. The largest program for the month of April was Leslie Goddard, in the role of a flight attendant. She will be returning in August to give a presentation on the history of Barbie.
- c. The Cricut classes have also been very popular and will begin again from the beginning introductory class in the fall.
- d. Summer program guides have been printed and given to the grade schools for distribution before the end of the school year.
- e. Summer Reading program update: There are already 26 participants pre-registered for the program and everything is ready and waiting for the kick-off the week of Memorial Day.

- f. The Friends of the Library have purchased a set of the 2024 Illinois Award nominees. They have been ordered and will replace last year's nominees on the shelf.
- g. Carpeting/Remodeling Update – Swatches of paint colors and carpet, as well as possible vinyl colors and patterns were shared with the Board. Bid specs will be ready for publication soon and the Board should be able to review the quotes at the June meeting. Joanna has asked StudioGWA to give bidders options to quote the electrical work separate, in case we are unable to complete it at this time, due to budget or time constraints.

Unfinished Business:

New Business:

- a. **Resignation – Morgan Gile:** The Board received a resignation letter from Morgan Gile. A motion was made by Kelley Roganowicz and seconded by Jeff Mickey to accept Morgan's resignation. A vote was taken and passed unanimously.
- b. **Tax Computation Report/Review Preliminary Draft of B & A Ordinance 23-03:** A preliminary draft of B&A Ordinance 23-03 and a tax computation report for FY 23-24 was presented to the Board. Action will not be taken on these forms until August.
- c. **FY 23/24 Staff Wages:** Following recent staff reviews by the Director, a motion was made by Kelley Roganowicz and seconded by Kathleen Bierman to award each staff member a wage increase that was recommended to the Board. A vote was taken by roll call (Sara Grobe: yes, Kelley Roganowicz: yes, Jeff Mickey: yes, Jackie Schumacher: yes, Jason Miller: yes, Kathleen Bierman: yes), and passed unanimously.

Action Agenda:

- a. **Expenditures:** Motion was made by Sara Grobe and seconded by Jeff Mickey to pay the May 2023 expenditures. A vote was taken by roll call (Sara Grobe: yes, Kelley Roganowicz: yes, Jeff Mickey: yes, Jackie Schumacher: yes, Jason Miller: yes, Kathleen Bierman: yes), and passed unanimously.
- d. **IRS Payment Approval:** Motion was made by Jeff Mickey and seconded Sara Grobe to pay the IRS for the month of May 2023. A vote was taken by roll call (Sara Grobe: yes, Kelley Roganowicz: yes, Jeff Mickey: yes, Jackie Schumacher: yes, Jason Miller: yes, Kathleen Bierman: yes), and passed unanimously.
- e. **Payroll Approval** Motion was made by Jeff Mickey and seconded by Sara Grobe to pay the upcoming payroll expenditures (pay periods: May 26 and June 9, 2023). A vote was taken by roll call (Sara Grobe: yes, Kelley Roganowicz: yes, Jeff Mickey: yes, Jackie Schumacher: yes, Jason Miller: yes, Kathleen Bierman: yes), and passed unanimously.

Kelley Roganowicz moved the meeting be adjourned; Jackie Schumacher seconded the motion. A vote was taken and passed unanimously.

Meeting adjourned at 7:30 pm.

The next meeting of the Board of Trustees will be held on Monday, June 19, 2023, 6:30 pm.