

**Julia Hull District Library
Board of Trustees Minutes
August 19, 2024**

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

Director, Joanna Kluever

Absent: None

The Public Hearing for the Budget for FY 24/25 was called to order by President Jason Miller at 6:15 p.m. There were no citizens present for the meeting. A motion was made by Kathleen Bierman and seconded by Jeff Mickey to adjourn the hearing and begin the regular meeting. The hearing was adjourned by President Jason Miller at 6:30 p.m. The regular meeting was called to order by President Jason Miller at 6:30 p.m.

Public: None

Secretary's Report: July 2024 Minutes: Minutes from the month of July were read and discussed. A motion was made to approve the minutes by Jeff Mickey, and seconded by Kathleen Bierman. A vote was taken and passed unanimously.

Financial Report: The financial report for July was presented, accepted, and filed. The report was created by Jeff Mickey, treasurer. There was a donation from Charlene Wills in honor of her birthday. A deposit was also made from property taxes, and grant money was received and deposited.

Director's Report:

- a. Summer Reading Program has completed. There were 102 Active Readers signed into Beanstack, as well as 35 paper/pen participants.
- B. Circulation statistics continue to project up. The check ins/check outs and program attendance were all larger than last month, as well as last year at this time (by over 500 individual statistics).
- c. Online training/workshops are being offered by PrairieCat. There are at least 3 staff members that have signed up for coursework - it will be offered over Zoom.
- D. The Illinois Public Libraries Annual Report (IPLAR) and the Interlibrary Loan Survey have been completed and submitted.
- E. Shannon has completed online training in order to assist with cataloging, and will be able to use the online platform for cataloging.

Unfinished Business:

New Business:

- a. **FY 2024/25 Budget & Appropriation Ordinance 24-03):** A motion was made by Kelley Roganowicz and seconded by Sara Grobe to accept the proposed budget for the fiscal year 2024/25. A vote was taken by roll call (Kelley Roganowicz: yes, Jason Miller: yes, Kathleen Bierman: yes, Jackie Schumacher: yes, Sara Grobe: yes, Donna Fruin: yes, Jeff Mickey: yes), and passed unanimously.
- b. **Job Description - Outreach Librarian:** A motion was made by Kelley Roganowicz and seconded by Jeff Mickey to add this new position/job description to the library staff. A vote was taken by roll call (Kelley Roganowicz: yes, Jason Miller: yes, Kathleen Bierman: yes, Jackie Schumacher: yes, Sara Grobe: yes, Donna Fruin: yes, Jeff Mickey: yes), and passed unanimously.

- c. **Recommendation for Hire: Tonja Cline:** A motion was made by Kathleen Bierman and seconded by Sara Grobe to recommend Tonja Cline be hired as the Stillman Valley High School Library Assistant. A vote was taken by roll call (Kelley Roganowicz: yes, Jason Miller: yes, Kathleen Bierman: yes, Jackie Schumacher: yes, Sara Grobe: yes, Donna Fruin: yes, Jeff Mickey: yes), and passed unanimously.
- d. **Recommendation for Hire: Margaret Shea:** A motion was made by Kathleen Bierman and seconded by Sara Grobe to recommend Margaret Shea be hired as the part-time Outreach Librarian. A vote was taken by roll call (Kelley Roganowicz: yes, Jason Miller: yes, Kathleen Bierman: yes, Jackie Schumacher: yes, Sara Grobe: yes, Donna Fruin: yes, Jeff Mickey: yes), and passed unanimously.
- e. **Fall Festival Parade:** After discussion, it was decided that we will participate in the parade in September. We will simply have a truck with our banner, and we will walk and throw candy.

Action Agenda:

- a. **Expenditures:** Motion was made by Jeff Mickey and seconded by Sara Grobe to pay the August 2024 expenditures. A vote was taken by roll call (Kelley Roganowicz: yes, Jason Miller: yes, Kathleen Bierman: yes, Jackie Schumacher: yes, Sara Grobe: yes, Donna Fruin: yes, Jeff Mickey: yes), and passed unanimously.
- b. **IRS Payment Approval:** Motion was made by Jeff Mickey and seconded by Jackie Schumacher to pay the IRS for the month of August 2024. A vote was taken by roll call (Kelley Roganowicz: yes, Jason Miller: yes, Kathleen Bierman: yes, Jackie Schumacher: yes, Sara Grobe: yes, Donna Fruin: yes, Jeff Mickey: yes), and passed unanimously.
- c. **Payroll Approval** Motion was made by Jeff Mickey and seconded by Sara Grobe to pay the upcoming payroll expenditures (pay periods: August 30, and September 13, 2024). A vote was taken by roll call (Kelley Roganowicz: yes, Jason Miller: yes, Kathleen Bierman: yes, Jackie Schumacher: yes, Sara Grobe: yes, Donna Fruin: yes, Jeff Mickey: yes), and passed unanimously.

Jeff Mickey moved the meeting to be adjourned; Jackie Schumacher seconded the motion. A vote was taken and passed unanimously.

Meeting adjourned at 7:02 pm.

The next meeting of the Board of Trustees will be held on Monday, September 16, 2024, 6:30 pm.