

**Julia Hull District Library
Board of Trustees Minutes
May 16, 2022**

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

Director, Joanna Kluever

Absent:

The regular meeting was called to order by President Jason Miller at 5:33 p.m.

Public: None

Secretary's Report: April 2022 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. A small amount of fine money was collected during the month of April, and tax bills have been received by homeowners and the first installments will be due soon. The report was created by Jeff Mickey, Treasurer.

Director's Report:

- a. The library staff continues their weeding project. In the Easy Reader section, several book series and popular authors were replaced due to their well-worn condition.
- b. The summer reading program is set to begin in a week. Participants will again sign up using Beanstack.
- c. Programming fliers were delivered to Highland and Monroe Center Grade Schools for students to be aware of the different offerings at the library.
- d. OMA training has been completed by all Board members who were required to complete it.
- e. Adult programming continues to be popular, both online offerings and in person.
- f. The Little Free Libraries are nearing installation, with some final location decisions to be made.
- g. The Friends of the Library have made two large donations recently. They've purchased the 2023 Award nominees as well as 2 new book carts to initiate a new program - #freebiefridays.
- h. Many staff members have recently attended virtual workshops that covered topics such as marketing and social media, as well as a banned book forum and an Illinois presenters' roundtable.

New Business:

- a. Tax Computation Report/Review Preliminary Draft of B&A Ordinance 22-03:** Presented & reviewed. The Library will receive an approximate \$14,000 increase over the previous year's budget. A preliminary draft of B&A Ordinance 22-03 was presented to the Board.
- b. Job Description Revisions:** Library Clerk & Library Assistant Job Description revisions were reviewed. A motion was made by Kelley Roganowicz and seconded by Sara Grobe to change the title of Library Aide to Library Clerk, and to make amendments to the two job descriptions. A vote was taken by roll call (Sara Grobe: yes, Karl Hall: yes, Kelley Roganowicz: yes, Jeff Mickey: yes, Jackie Schumacher: yes, Jason Miller: yes, Kathleen Bierman: yes), and passed unanimously.
- a. Non-Resident Fee Renewal:** Motion was made by Sara Grobe and seconded by Jeff Mickey to continue to use the Tax Bill Method when calculating the cost of a non-resident library cards. A vote was taken by roll call (Sara Grobe: yes, Karl Hall: yes, Kelley Roganowicz: yes, Jeff Mickey: yes, Jackie Schumacher: yes, Jason Miller: yes, Kathleen Bierman: yes), and passed unanimously.

Action Agenda:

- b. Expenditures:** Motion was made by Jeff Mickey and seconded by Karl Hall to pay the May 2022 expenditures. A vote was taken by roll call (Sara Grobe: yes, Karl Hall: yes, Kelley Roganowicz: yes, Jeff Mickey: yes, Jackie Schumacher: yes, Jason Miller: yes, Kathleen Bierman: yes), and passed unanimously.
- c. IRS Payment Approval:** Motion was made by Jeff Mickey and seconded by Kelley Roganowicz to pay the IRS for the month of May 2022. A vote was taken by roll call (Sara Grobe: yes, Karl Hall: yes, Kelley Roganowicz: yes, Jeff Mickey: yes, Jackie Schumacher: yes, Jason Miller: yes, Kathleen Bierman: yes), and passed unanimously.
- d. Payroll Approval** Motion was made by Jeff Mickey and seconded by Sara Grobe to pay the upcoming payroll expenditures (pay periods: May 27 & June 10, 2022). A vote was taken by roll call (Sara Grobe: yes, Karl Hall: yes, Kelley Roganowicz: yes, Jeff Mickey: yes, Jackie Schumacher: yes, Jason Miller: yes, Kathleen Bierman: yes), and passed unanimously.

Sara Grobe moved the meeting be adjourned; Jeff Mickey seconded the motion. A vote was taken and passed unanimously.

Meeting adjourned at 6:04 pm.

The next meeting of the Board of Trustees will be held on Monday, June 20, 2022, 6:30 pm.