

**Julia Hull District Library
Board of Trustees Minutes
October 17, 2022**

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

Director, Joanna Kluever

Absent: Karl Hall, Kathleen Bierman

The regular meeting was called to order by President Jason Miller at 6:32 p.m.

Public: None

Secretary's Report: September 2022 Minutes: Minutes from the month of September 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 September was presented, accepted, and filed. About \$100,000 of tax money was collected during the month of September, and there is a CD that will mature in December. Current interest rates for the CDs is 2.35%. The surplus funds from FY21-22 were moved to the High-Yield account. The report was created by Jeff Mickey, Treasurer.

Director's Report:

- a. The weeding project has re-started, but most books that are being weeded are being replaced with new copies or transitioned from paperback to hard cover.
- b. There were 3 non-resident cards applied for in September.
- c. There is a new online catalog coming soon. "Vega" will replace "Encore".
- d. There will be a Holiday festival for kids this year held on December 3rd. This and other offerings can be found in the Winter Program Guide. The guide will also be distributed to the students at Highland and Monroe Center.
- e. The Annual Report of Receipts & Disbursements will be submitted tomorrow and the Annual Financial Report will be presented in draft form to the board in November for approval.
- f. The Annual Fall Book Sale was held on Saturday, September 24, with pre-bagged books. There were 86 bags sold, and there were shoppers wanting more of the children's books and graphic novels.
- g. Joanna shared some kudos she had received from patrons, both via social media and from employee emails.

Unfinished Business:

New Business:

- a. **FY 2023/2024 Levy Ordinance 22-04:** A motion was made by Jeff Mickey and seconded by Jackie Schumacher to adopt the FY 2023/2024 Levy Ordinance 22-04. A vote was taken by roll call (Sara Grobe: yes, Kelley Roganowicz: yes, Jeff Mickey: yes, Jackie Schumacher: yes, Jason Miller: yes), and passed unanimously.
- b. **FY 2023 Library Closures:** A motion was made by Jeff Mickey and seconded by Sara Grobe to accept the list of FY 2023 Library closures. A vote was taken, and passed unanimously.
- c. **Copier Lease Renewal:** The lease for the copier in the library will end in December. A motion was made by Kelley Roganowicz and seconded by Jeff Mickey to accept a new lease agreement with RK Dixon for a new copier. The monthly fee will be lower because RK Dixon now offers a discounted rate for public entities. A vote was taken by roll call (Sara Grobe: yes, Kelley Roganowicz: yes, Jeff Mickey: yes, Jackie Schumacher: yes, Jason Miller: yes), and passed unanimously.

Action Agenda:

- a. **Expenditures:** Motion was made by Jeff Mickey and seconded by Sara Grobe to pay the October 2022 expenditures. A vote was taken by roll call (Sara Grobe: yes, Kelley Roganowicz: yes, Jeff Mickey: yes, Jackie Schumacher: yes, Jason Miller: yes), and passed unanimously.
- b. **IRS Payment Approval:** Motion was made by Jeff Mickey and seconded by Kelley Roganowicz to pay the IRS for the month of October 2022. A vote was taken by roll call (Sara Grobe: yes, Kelley Roganowicz: yes, Jeff Mickey: yes, Jackie Schumacher: yes, Jason Miller: yes), and passed unanimously.
- c. **Payroll Approval** Motion was made by Jeff Mickey and seconded by Kelley Roganowicz to pay the upcoming payroll expenditures (pay periods: October 28 & November 11, 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.

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

Meeting adjourned at 6:57 pm.

The next meeting of the Board of Trustees will be held on Monday, November 21, 2022, 6:30 pm.