

MASCOUTAH PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
MARCH 15, 2022

The Board of Trustees of the Mascoutah Public Library held its regular meeting at the Library on March 15, 2022 at 6:15 p.m.

Trustees present and representing a quorum were Nancy Larson, Roger Grodeon, Scot Erickson, Jordan Rehfeldt, Kay Connolly and Merly Friedland; absent were Frank Bandre, Wayne Wilhelm and Suzy Friederich. Also present was Library Director Joel Pikora.

President Nancy Larson presided and Merly Friedland recorded the minutes.

Additions to agenda – Report on legislative met-up. Public comments – None.

The minutes of the last board meeting held on January 18, 2022 were approved as written.
(Motion by Roger, second by Kay)

Financial Report: Joel presented the Balance Sheet as of February 28, 2022, the statements of income and expenses for the months of January and February, 2022 and the (10-month) year-to-date period from May 1, 2021 to February 28, 2022. We are doing well on both income and expense sides of the operations. The increase in income was attributable to PPRT, TIF impact fees and the transfer of book sale account to the library. Expenses are slightly below budget.

Joel stated that the TIF agreement will be put together by the City and processed with the involved parties.

The Board unanimously approved the above financial statements and ordered that the same be filed for audit. *(Motion by Kay, second by Roger)*

Personnel Committee Report: 1) On behalf of the Committee, Nancy presented in detail and recommended for Board approval, a proposed salary schedule for the library staff for FY 2022-23, totaling \$192,868.00. There was a review of the current Library Salary Schedule for each staff position, along with their levels, duties, education and experience. Marian is very pleased with the outstanding quality and performance of our staff.

After discussion, the Board approved, by unanimous voice vote, the recommendation of the Personnel Committee, to adopt the proposed salary schedule for FY 2022-2023 in its entirety, as presented. *(Motion by Jordan, second by Kay)*

Director's Report: Please refer to the Director's written report for the March, 2022 Board Meeting, the Comparative Library Circulation Report for January/February 2021 and January/February 2022 and Non-Resident Registrations.

The Director brought up other matters for Board information, discussion and appropriate action:

A. Replacing Exit Signs – Professional Electric Solutions has replaced all of our Exit signs with brighter models.

B. Spacing for the Future Grant – Furniture has been delivered and set up in Reider Room. Total cost of furniture- \$7,284.21. Payment will consist of grant funds and library funds, for \$6,922.00 and \$362.21, respectively.

Director's Report - continued:

C. FOIA/OMA Training – Joel has successfully completed the training. For board members who wish to revisit the Illinois Attorney General's training portal website, Joel recommends using the Microsoft Edge in order to print certificates of completion.

D. Statement of Economic Interest – Joel gave a reminder that the deadline for filing this annual statement is May 2, 2022.

E. Maintenance Work Scheduling – Sonnenberg Asphalt (parking lot resealing) and Phillips Co. (E.I.F.S work) have yet to determine their work schedules. There is likelihood that these deferred maintenance projects may not be accomplished before the end of this fiscal year.

Old Business: COVID-19 Update – Mass mandate ends on February 28. The staff will continue to wear masks when dealing with patrons through April. We continue to monitor CDC guidelines and familiarize with any plans toward the development of additional vaccines by the involved pharmaceutical firms.

New Business: The Director presented the following matters for Board consideration and approval. After discussion, these actions were taken.

A. Regular Board Meeting Dates for FY 2022-23.

The Board approved, by unanimous vote, the dates of regular board meetings for Fiscal Year 2022-23 (Motion by Roger, second by Kay)

B. Non-Resident Participation for FY 2022-23.

The Board approved, by unanimous vote, the Library's Non-Resident participation in Fiscal Year 2022-23, with non-resident fee rate of \$145.00. (Motion by Scot, second by Roger)

C. Board Game Policy.

The Board approved, by unanimous vote, the adoption of a Board Game Policy. *(Motion by Scot, second by Kay)*

D. Email Provider via Lazerware.

The Board approved, by unanimous vote, the switch of our Email provider to Google, which is most suitable for Non-Profit organizations. (Motion by Roger, second by Kay)

E. Policy Manual Updates – The Policy Committee will do a review of existing library policies and recommend changes to the Board, as it sees fit.

F. Other matters: Joel reported on the ILA met-up. There were connection problems and the proceedings could have gone more smoothly. As to the library closures during bad weather conditions, there were no negative feedbacks.

Adjournment: There being no further business, President Nancy declared the meeting adjourned at 7:20 p.m. The next Board Meeting will be held on May 17, 2022 at 6:15 p.m.

Merly T. Friedland, Secretary