

MASCOUTAH PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
NOVEMBER 21, 2023

The Board of Trustees of the Mascoutah Public Library held its regular meeting at the library on November 21, 2023 at 6:15 p.m.

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

Vice President Wayne Wilhelm presided, and Merly Friedland recorded the minutes.

Additions to Agenda - None. Public Comments - None.

The minutes of the last Board meeting on September 19, 2023, were approved as written.
(Motion by Roger, second by Suzy)

The minutes of the Decennial Committee meeting on September 19, 2023 were approved as written.
(Motion by Frank, second by Roger)

Financial Report: Frank presented the Balance Sheet as of October 31, 2023, the statements of income and expenses for the months of September and October, 2023 and the 6-month year-to-date period from May 1, 2023 to October 31, 2023. Frank commented on the financial operations during the first half of the fiscal year. We collected \$425,526 in revenues or 82.9% of budget. Total expenses were \$278,910 representing 53.7% of budget. Cash and temporary investments total \$562,403. We had a very positive cash flow, performed within the budget while maintaining a healthy cash position.

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

Building Committee: The Committee met on November 7. Two companies submitted bids on the gutter and landscaping services. Based on the Committee's recommendation, this action followed:

The Board approved, by unanimous voice vote, the recommendation of the Building Committee to engage the services of Reyes Landscaping & Lawn Service for \$1,880. *(Motion by Roger, second by Suzy)*

Policy Committee: The Committee met on November 16 to continue its work on updating the Library Policy. Joel presented the latest Policy Draft to replace Section F of the current Benefits Policy and bring us into compliance with the Paid Leave for All Workers Act (PLAW) which goes into effect on January 1, 2024.

After review and discussion, the Board unanimously approved the above said Policy Draft, as presented and recommended by the Policy Committee. *(Motion by Roger, second by Frank)*

Finance Committee Report: On behalf of the Committee, Frank presented and recommended, for Board approval, the following rates to levy for FY 2024-2025, based on an estimated EAV of \$161,237,188.

Finance Committee Report- continued:

General Fund	.2561	\$413,000	Building/Maint.	.0127	\$20,500
IMRF	.0140	\$ 22,500	Medicare	.0012	\$ 1,900
Social Security	.0060	\$ 9,600	Insurance/Tort	.0087	\$14,000
TOTAL	.2986	\$481,500			

Frank stated that changes and adjustments in the rates from last year were based on foreseeable needs in the incoming fiscal year.

Upon a motion duly made and seconded, the Board approved, by unanimous voice vote, the recommendation of the Finance Committee to set the FY 2024-2025 levy at the above stated rates. *(Motion by Frank, second by Wayne)*

Director's Report: Please refer to the Director's detailed written report for the November, 2023 Board Meeting covering library operations, programs and activities since the last meeting and the Comparative Library Circulation Report for September/October, 2022 and September/October, 2023.

Programming activities in September were at normal pace. October was filled with massive activities, huge turnouts and solid participation by the library at several community events.

The only disappointment was the lack of attendance at a planned education presentation on domestic violence by our social work practicum student and also at an SIUE program on radicalized violence.

The Director's written report included the hiring of a new circulation clerk, Ember Tutterow, staff attendance at the ILA Annual Conference, Ameren grant update and data gathering portion of the long-range plan.

Old Business: Board Mentorship Program – The Board intends to take a closer look at the iLead Training Module which is deemed favorable and helpful to its users.

New Business: A. 2023 Illinois Standards Reviews – Joel led a detailed review and discussion of Chapters 9-13 of STANDARDS FOR ILLINOIS PUBLIC LIBRARIES. There was a review of the library's established goals, relevant operating policy & procedures and progress in meeting the standards in the following areas: 9) Reference and Reader's Advisory Services, 10) Programming 11) Youth/Young Adult Services, 12) Technology, and 13) Marketing, Promotion and Collaboration.

B. ILA Legislative Meetup – This event will take place on November 28. The cost is \$35 per person. If interested, please let Joel know.

C. Staff Christmas Gifts- The Board unanimously approved the amount of \$575.00 to go toward Christmas gifts to the Library Staff *(Motion by Wayne, second by Suzy)*

Adjournment: With best wishes for a Merry Christmas and Happy New Year, Vice President Wayne declared the meeting adjourned at 6:50 p.m. The next Board Meeting will be on January 16, 2024 at 6:15 p.m at the library.

Merly T. Friedland
Secretary