

**MASCOUTAH PUBLIC LIBRARY**  
**MEETING OF THE BOARD OF TRUSTEES**  
**MAY 17, 2022**

The Board of Trustees of the Mascoutah Public Library held its regular meeting at the Library on May 17, 2022.

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

President Nancy Larson presided and Kay Connolly recorded the minutes in Merly Friedland's absence.

There were no additions to the agenda.

Public comments-None.

The minutes of the last board meeting held on March 15, 2022 were approved as written. ***(Motion by Frank, second by Roger)***

**Financial Report:** Frank presented the Balance Sheet as of April 30, 2022, the statements of income and expenses of March and April, 2022 and the year-to-date period from May, 2021 to April, 2022. We are doing well and are on track with the budget. General revenue increased due to money from the dissolution of the Friends of the Library and a few unexpected grants. Notable expenses were made in building and maintenance due to necessary work on the building and also PTO paid when Marian retired. For the upcoming fiscal year, Joel will set up a separate account for PTO in Quickbooks.

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

**Personnel Committee Report:** Joel reported that after the April 1st personnel committee meeting, he increased Brandon's hours from 2 hrs/week to 6hrs/week with expanded duties. Joel continues to be very pleased with the outstanding quality and performance of the staff. ***(No action taken)***

**Policy Committee Report:** Kay and Joel reported on the Policy Committee meeting held on April 18, 2022. The committee reviewed recommendations made by Joel to update parts of the Policy Manual to consolidate and eliminate redundancy as well as to write it in easier to read format rather than using the outline format. The policy committee will meet every other month to review and update sections of the policy manual until completed in about a year. ***(Presented by Kay: Member of Policy Committee. Board voted unanimously to implement the recommendations of the committee.)***

**Director's Report:** Please refer to the Director's written report for the May, 2022 meeting, the comparative Circulation Report for March/April 2021 and March/April 2022 and Non-resident registrations. He reported on a full slate of summer programming for kids and adults, family game night, puzzle night, and a community scavenger hunt, among other activities. He reported enthusiastic community response to the new programs.

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

**A.** Hoopla is approaching \$500/month, nearing the budgeted \$6000/year for ebooks. We may have to increase this allocation for next year's budget.

**B.** The City hasn't planned the TIF meeting for TIF-2 yet.

There was a motion to adjourn the meeting at 6:52 to go into closed session. ***(Motion by Frank, second by Suzy).*** Unanimous vote to adjourn the meeting.

The closed session was brought to order at 6:52 by Nancy to discuss a personnel matter. Present were Nancy Larson, Roger Grodeon, Frank Bandre, Suzy Friederich, Kay Connolly; absent were Merly Friedland, Wayne Wilhelm, Scot Erickson, and Jordan Rehfeldt. There was a motion to adjourn the closed session at 7:09 (***Motion by Frank, second by Suzy***).

The Mascoutah Public Library Board of Trustees meeting was called back to order at 7:10 pm after being in closed session. Present were: Nancy Larson, Roger Grodeon, Frank Bandre, Suzy Friederich, Kay Connolly; absent were Merly Friedland, Wayne Wilhelm, Scot Erickson, and Jordan Rehfeldt.

Motion made to affirm action of the Board during the closed session. (***Motion by Frank, second by Roger***) Motion carried by unanimous vote.

#### **Old Business:**

**A.** Covid Update—Joel is monitoring the covid numbers as they are increasing in St. Clair County although is still considered low status. Currently, masks are optional for staff and patrons. Adjustments may need to be made depending on the statistics from the county. No action taken.

**B.** Email provider—The library has been approved for Google Non-profit status, thus making it unnecessary to switch to Lazerware. Service is free through Google with the eligibility of non-profit status. Motion made to remain with Google rather than switching email provider to Lazerware. (***Motion by Roger, second by Frank***).

#### **New Business:**

**A.** Health Insurance Provider—Joel consulted with two insurance companies to explore rates for health insurance coverage for the full-time employees. Legacy Planning had the more competitive rates. The coverage of the Blue Cross PPO Option 1 most closely aligns to what the employees currently have, and cost is significantly less than current cost. BCBS policy would cost \$590.38/month per employee compared to the current rate of \$1,388/month per employee through Healthlink OAP. Vision coverage would be \$5.37/month per employee and dental \$42.42/month per employee totaling \$638.17. This is more than half the cost of the current rate. Motion made to accept the Legacy Planning quote for the BCBS PPO Option 1 and to add Derrick at 32 hours/wk as the 4th employee to receive health care coverage, effective July 1, 2022. (***Motion by Frank, second by Roger***). Unanimous roll call vote.

**B.** Water Pooling at Rear Doors—Helitech provided a quote to install a side drain and connect it to the gutter drain. This problem of water pooling at the rear doors is an on-going issue. It was decided for the building committee to review the problem and make their recommendation to the board.

**Adjournment:** There being no further business, President Nancy declared the meeting adjourned at 7:42 pm. The next Board meeting will be held on August 16, 2022 at 6:15pm.