

January 9, 2023

President Russell called the meeting to order at 4:56 p.m.

Roll Call: Day, Gullberg, Pullen, Hinshaw, Russell, Painter, and Fisher were all present. Smith, Lambert, Tee, and Allaman were also present.

Richard Lutz from Bi-County Insurance spoke to the board about current insurance policies and also gave recommendations.

Minutes from December 5th, Board Meeting were motioned to approve by Pullen and second by Fisher, motion was then carried.

Prop A – Financial Report: 1<sup>st</sup> Day, 2<sup>nd</sup> Fisher, Motion carried.

Financial Report:

Current Assets as of December 31, 2022 are \$ 481,512.80

Expenses for December 2022: \$ 27,470.48

Income: \$ 5,074.14

Raritan CD #2: \$ 51,847.24

Raritan CD #3: \$ 56,502.97

Stronghurst CD #1: \$ 53,459.04

Stronghurst CD #2: \$ 53,721.22

CD – Stronghurst #2 – Matures 1/14/23 – Board decided to let Stronghurst CD #2 roll over, with a rate of 3.40%

Prop B: Stronghurst CD #2 – 1<sup>st</sup> - Hinshaw, 2<sup>nd</sup> – Painter. All approved

CD – Raritan #2 – Matures on 1/9/23 – Board approved to cash out CD and keep at Raritan Bank using the 13 Month Special, with a rate of 3.40%.

Board member, Char Fisher, is wanting to leave the board. Amanda Mohr was unable to attend the January 9<sup>th</sup> meeting. Other names were given as an option to replace Fisher.

IMRF – Adopt a resolution to appoint Yesenia Lambert as the IMRF Authorized Agent. Secretary Hinshaw certified appointment and signed IMRF Form 2.20. Fisher motioned, Pulled – 2<sup>nd</sup>, and motion was carried.

Circulation for December 2022

Library Checkouts: 1,782

Bookmobile Checkouts: 644

Interlibrary Loans in: 279

Interlibrary Loans out: 235

E-books checkouts: 212

E-read Illinois: 27

Library Attendance: 470

Bookmobile attendance: 217

Curbside attendance: 2

New Users: 5

Hoopla Checkouts: 64

Meeting room use: 2

Library spaces use: 15

Website visits: 398

1/21/23 – Director Smith’s retirement party from 1-4pm

Per Capita Grant Requirements will be submitted by the Directors, by January 30.

In January, Director Lambert will complete the FOIA Officer and Open Meetings Act requirements, which needs completed every year.

December 10, 2022 – Breakfast with Santa – 71 people were in attendance, 38 kids and 33 adults.

Library Days and Dates to Remember in 2023 – Filing Dates, holidays, etc.

RAILS Annual Certification Begins January 3. The Annual Online Certification process runs from January 3 to March 31. Certification is required of all library system members to qualify for continuing system services and grant programs from the State Library.

Johnson Controls Fire Protection (Tyco Simplex Grinnell) – Annual billing for the Fire Alarm Contract which provides testing and inspection of this system. All parts and service calls are billable. - \$775.38. Contract dates: January 1<sup>st</sup>, 2023 – December 31, 2023. Directors will contact company to switch phone number for contact person.

12/1-12/3 – Gingerbread House Decorating Days.

12/2 – Stronghurst Christmas Walk – Directors Smith, Lambert, and Fisher set up a table and handed out goody bags, popped popcorn, and raffled 4 books.

12/3 – Oquawka Lighted Christmas Parade – Cassiday drove the bookmobile, Director Smith, Director Lambert, and Allaman walked the parade route with two children handing out library bags and candy canes.

12/5 – Donna Painter held the last of a 4-week Yoga classes for chair and mat using the COVID-19 Grant.

12/7 – Held a meet and greet reception all day for new Library Director Yesenia Lambert serving cookies and lemonade.

12/8 – Closed the Library at 5 pm for Staff to hold Christmas Party.

12/12 – Purchased the replacement battery and shelf for the AED Defibrillator using Book Sale money. Total: \$175.55. The AED will be located in the hallway near the restrooms. Employees of the library will be certified on proper use of the machine.

12/22 – Closed the library at noon due to blowing snow and frigid temperatures.

12/23 – Closed the library due to blowing snow and frigid temperatures.

Meeting was adjourned at 6:14 pm

Next meeting is February 6, 2023 at 5:00 pm