

June 3, 2024  
Board Meeting Minutes

President Russell called the meeting to order at 5:10 p.m.

Roll Call: Escorcia, Gullberg, Hinshaw, Painter, Russell, and Titus were all in attendance.  
Absent: Day

Public Comments:

Members of the public are now invited to speak to the Board of Trustees. Remember to sign in on the Public Comment Sheet and identify yourself when called upon. Comments are limited to five minutes or less. Up to 15 minutes of time will be allowed for this agenda item. In compliance with OMA, actions may not be taken on items not already on the agenda, but action may be deferred to a later Board meeting at the discretion of the Board.

The Henderson County Library Board reviewed the minutes from the May Board meeting. Motion to approve the meeting minutes was made by Escorcia and second by Titus. All approved.

Prop A: Financial Report: 1<sup>st</sup> by Painter, 2<sup>nd</sup> by Titus. All approved and Motion carried.

Financial Report: Current Assets as of May 31, 2024 are \$390,103.65.

Expenses as of May 31st: \$48,950.74

Income: \$3,473.73

Raritan CD\*\*\*26: \$58,933.61

Raritan CD\*\*\*64: 54,434.40

Stronghurst CD\*\*\*23: \$54,964.88

Raritan CD\*\*\*07: \$56,544.76

Circulation for May

Library Checkouts: 1749

Bookmobile Checkouts: 429

Interlibrary Loans in: 258

Interlibrary Loans out: 266

E-books checkouts: 190

E-read IL: 24

Library Attendance: 579

Bookmobile attendance: 101

Curbside Attendance: 1

New Users: 5

Hoopla Checkouts: 194

Meeting room use: 8

Library Spaces Use: 17

Website Visits: 332

Mango: 2

Creative Bug: 38

The Board approved the Non-Residential Card Fee for FY202-2025. Motioned was made by Escorcia and second by Hinshaw. The approved amount is \$105.

Titus made a motion to move into closed session, with a second by Hinshaw, to discuss Personnel Salaries. After completing the discussion. Escorcia made the motion to leave closed session and second by Painter. The Board then voted on the Closed Session discussion. PROP B: 1<sup>st</sup> – Titus, 2<sup>nd</sup> – Escorcia. The Board approved and a motion was carried to increase the salary for Director Lambert starting FY2024-2025.

Prop C: Board approved and motion was carried for the Preliminary Working Budget for the FY 2024-2025. 1<sup>st</sup> – Painter, 2<sup>nd</sup> – Hinshaw the motion.

Prop D: Board approved keeping Stronghurst CD\*\*\*\*23 in Stronghurst. This CD matures on June 16, 2024. Motion made by Painter, second by Titus, and motion was approved.

Director Lambert discussed with the Board possible options for auditors.

Prop E: CCS Computers – A motion was made by Titus, second by Painter, and approved by the Board to purchase a new Genealogy computer. The computer will cost approximately \$599.

Prop F: Memorial Garden – A motion was made by Escorcia, second by Gullberg, and approved by the Board to use \$7,976 from Reserve for Capital Improvements to pay for the concrete and installation of the Memorial Music Garden.

Prop G: Bookmobile Ramp – A motion was made by Painter, second by Escorcia, and approved by the Board to spend approximately \$2,500 for a ramp to help patrons to have easier access to the bookmobile.

Director Lambert tabled the storage shed/container vote for the July meeting.

Director Lambert asked for volunteers from the Board to review the Secretary’s Minutes for FY2024-2025, Painter and Russell both volunteered.

Personal Property Replacement Tax – Distributions are made in January, March, April, May, July, August, October, and December. Personal Property replacement taxes (PPRT) are revenues collected by the state of Illinois and paid to local governments to replace money that was lost by local governments when their powers to impose personal property taxes on corporations, partnerships, and other business entities were taken away. Only taxing districts that collected and received personal property taxes for the 1976 tax year for Cook County or 1977 tax year for the remainder of the state are eligible to receive PPRT payments. Taxing districts that were created after 1977 are not eligible to receive PPRT money since they did not experience a loss in revenue.

Director Lambert hired Addison Webster on May 7, 2024.

Summer Reading - 5/6/24 – Tee and Lambert set up a Summer Reading sign at the Elementary School. 5/8/24 – Summer Reading Flyers were delivered to WCES and WCMS.

ILA conference - This conference is set for October 8<sup>th</sup>-10<sup>th</sup> in Peoria, Illinois. There will be a 20% discount on registration since Director Lambert will be presenting at the conference. She and other rural directors have been collaborating to present “Bringing the Outdoors into the Library: Small & Rural Library Examples.”

E-Rate – Director Lambert informed the Board she received an email stating the application had been approved the Category 1 – Internet Services has been fully funded. The library chose to receive the Service Provider Invoice Discounts on the MTC Communications bill beginning July 1, 2024. The library will receive an 80% discount on the Internet bill with the discount rate of \$1,727.42

Other: 5/1/24 – Allied Pest Control came at 11:00 am. 5/6/24 – Raritan State Bank donated raised money to the library totaling \$100.00. 5/6-10/24 – RAILS Delivery Count. 5/9/24 – Director Lambert attended the last RSA User Group meeting at the new Galesburg library at 12:00 pm. 5/14/24 – The ROE #33 did an Art Experience Storytime, they read “Planting a Rainbow” by Lois Ehlert. Each family received a copy of the book, kids also painted compostable plant pots and planted zinnia seeds in them. We had 29 in attendance. 5/15/24 – West Central Elementary Kindergarten class visited the library. The students were broken into three groups with Allaman making bookmarks, Baker making a craft, and Lambert reading stories and songs, rotating each group for 20-minute sessions. 5/21/24 – Storytime picnic was held with 21 in attendance. 5/23/24 – The library held the Community Conversation for the LTC Grant.

Next meeting July 1, 2024 at 5:00 p.m.

Meeting adjourned at 6:37 p.m.