

August 05, 2023

The Colona District Library Board met with Clark, Hughes, Koska, Massarolo, Rieger, Rizzolo, White, and Director Hoste physically present.

The Budget and Appropriation Public Hearing was called to order at 6:30 p.m. at the Colona District Library by Hughes. There were no visitors. The Public Hearing was adjourned at 6:35 p.m.

The regular meeting was called to order at 6:35 p.m. at the Colona District Library by Hughes. No visitors were present.

The June 13, 2023 meeting minutes were approved by consensus.

The Treasurer's reports for June and July were reviewed. It was reported the money from the Henry County Ad Hoc grant was used to purchase an education station for home schoolers to use. Annual fees for Prairie Cat and audio books and magazines were paid in June. The mulch and landscaping services were paid in July. The second payment for the air conditioner was also paid in July. Rieger reviewed the statements and there were no issues. There was discussion regarding moving money from the checking account to a 9 month and/or 15 month CD. This will be discussed further at a special meeting in September. The June and July Treasurer's reports were approved by consensus.

Hoste presented the Youth Services' reports for June and July. The Summer Reading program was a success. There were 126 participants. Hoste highlighted the programs offered. In June there were 12 people at the story time and 135 for the summer reading programs. In July there were 160 at the summer reading programs.

Hoste presented the Director's reports for June and July. Four employees went to Chicago for the ALA conference on June 24th. A representative from UnityPoint came and showed staff how to use Narcan nasal spray. There was a Delegates assembly on July 26th at the New Lennox public library. The annual audit will be done August 16th.

Metronet was installed as our new internet service. An extra payment was made to IMRF.

The Youth Services and Director's reports were approved by consensus.

Old Business – None.

New Business – Accept and Adopt Budget and Appropriation Ordinance 23-02 – The budget and appropriation ordinance was reviewed and discussed. Koska made a motion to accept and adopt the Budget and Appropriation Ordinance 23-02. Clark seconded the motion. A roll call was made and all present were in favor and the motion passed.

Publish Annual Financial Statement – Hoste presented the annual financial statement for publication. This was reviewed and discussed. There was a couple of changes. It will be published per statute with the corrections.

Chief Financial Officer's Report – The Chief Financial Officer's report for fiscal year 7/1/23 to 6/30/24 was reviewed and discussed. It was accepted. Signatures will be obtained and filed with the County Clerk.

Approve IPLAR – Hoste completed the Illinois Public Library Annual Report for 2023. White had reviewed it. White made a motion to accept the IPLAR report for 2023. Koska seconded the motion. All present were in favor and the motion passed.

Review Public Comment Policy – Koska reviewed the Public Comment Policy. She recommended some changes in the order of the policy and to add there will not be discussion by the Board until the next regularly scheduled meeting. The Public Comment Policy was accepted with the changes.

PUG Day – CE Training for Staff – The PrairieCat Users Group is providing a staff in-service day at Waubensee Community College this year. The agenda was reviewed. Not all staff members want to travel so the library will remain open this year.

Further Business – Trustee Orientation Manual – The sections on Budgets and Finance and Planning and Evaluation were reviewed and discussed. There were no changes.

The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Charlene Massarolo, Secretary

The next meeting will be October 10, 2023 at 6:30 p.m.