

June 14, 2022

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

The meeting was called to order at 6:30 p.m. at the Colona District Library by Hughes. No visitors were present.

The May 10, 2022 meeting minutes were approved by consensus with an addition of adding "by a patron" to the request to continue the Adult Coloring program.

The Treasurer's report for May was reviewed and discussed. There was a prepayment made for books. There were several donations from local businesses for the summer reading program. The treasurer's report was approved by consensus.

Hoste presented the Youth Service's report. The summer reading program has started. The school reading program has ended for the school year. Several new children's books have been purchased. Weeding of the children's books will take place after the summer reading program. Story time attendance was 50 in May.

Hoste presented the Director's report. The carpet has been cleaned. Mr. Warren came in and paid all the children age 15 and younger library fines so they could participate in the summer reading program. Bishop Hill will bring their exhibit panels to the library in July. These tell the story of Bishop Hill. Hoste will be attending the Director's University 2.0 in Springfield. The library's 50th anniversary open house will be on July 20th from noon to 6 p.m.

The youth services and director's reports were approved by consensus.

Old Business – None.

New Business – Circulate and Discuss the Tentative Budget – The Tentative Budget was reviewed and discussed. It was noted we should have a discussion in December regarding the amount of the levy including IMRF, liability, and Social Security.

Review Wages of all Employees – Hoste presented the proposed wages for employees. These were reviewed and discussed. White made a motion to approve the wages as presented. Koska seconded the motion. A roll call was made and everyone present was in favor. The motion passed.

Discuss/Approve End of Year Bonus – The end of the year bonus was reviewed and discussed. Koska made a motion to award a year end bonus as discussed. White seconded the motion. A roll call was made and everyone present was in favor. The motion passed.

Review Open and Closed Session Minutes – There were no closed sessions in the past year so there were no minutes to review. At every open meeting the minutes from the previous meeting are reviewed.

Review FOIA and OMA Policy Officer Names – Hoste reported she and Roger Decker will continue as the officers for the Freedom of Information Act and Open Meeting Act.

Publish Notice of Budget Hearing – The Budget Hearing will be held at the August meeting. Hoste will ensure this is published.

Pay Identified Building Fund Accounts from General Fund – Koska made a motion to transfer funds from the general fund to cover any negative balances in the building fund accounts. Clark seconded the motion. A roll call was made and everyone present was in favor. The motion passed.

Transfer General Fund money to the Special Reserve Fund – Koska made a motion to transfer any undesignated funds from the general fund to the special reserve fund at the end of the fiscal year once all the obligations are met. Clark seconded the motion. A roll call was made and everyone present was in favor. The motion passed.

April Hoste CE Reimbursement – There was discussion regarding the reimbursement for the class which Hoste has taken. She has finished all her classes. Koska made a motion to reimburse her at 75% according to policy. Clark seconded the motion. A roll call was made and everyone present was in favor. The motion passed.

Assign Review of Reference Policy – Koska stated she would review for the August meeting.

Assign Review of Minutes for IPLAR – White stated she would review for the August meeting. Clark and Koska said they would assist.

Further Business – Discuss/Approve Air Conditioner – Hoste obtained a bid for replacement of the air conditioner for the main part of the library. This was reviewed and discussed. Koska made a motion to accept Bornhoeft's proposal to replace the air conditioner for the main part of the library. Clark seconded the motion. A roll call was made and everyone present was in favor. The motion passed.

Discuss/Approve Concrete Pad – Hoste obtained a bid for having a concrete pad made for a storage shed. This was reviewed and discussed. Koska made a motion to accept Laud's proposal for a concrete pad. Clark seconded the motion. A roll call was made and everyone present was in favor. The motion passed.

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Charlene Massarolo, Secretary

The next meeting will be August 9, 2022 at 6:30 p.m.