

Lillie M. Evans Library District
Meeting of the Board of Trustees
July 15th, 2021 at 6:00 p.m.

The Lillie M. Evans Library Board was called to order at 6:01 p.m. on Thursday, July 15th, 2021. Zach Waldis, Ellen Cluskey, Randy Ingle, Teresa Bouton, Diane Smith, Director Beth Duttlinger, Gayle Johnson-Brackett, and Deb Givens were present.

Comments or questions to the Board – none

Oath of Office – The Oath of office was administered to Randy Ingle and Deb Givens by President Gayle Johnson-Brackett.

Minutes

- A. Regular Board meeting on June 10th, 2021 – Zach Waldis made a motion to approve the June minutes, seconded by Randy Ingle. All ayes, motion carried.

Correspondence and Communication

- A. Open Meetings Act Training for Members of Public Bodies (Ancel Glink) – The Attorney Generals Office site still has not been fixed.
- B. Thank you from Ann Cordis Re: Music in the Square – Ann thanked the Library for having the Music in the Park for our town.
- C. Per Capita award notification – The LME Library will receive \$5,910.33 from the FY21 Illinois Public Library Per Capita Grant.

Committee Reports

- A. Finance – none
- B. House and Grounds – none
- C. Policy – none
- D. Personnel – none

Financial Report

- A. Approval of June expenditures – Teresa made a motion to approve the June expenditures, with Ellen Cluskey seconding the motion. Roll call: Zach Waldis, aye, Ellen Cluskey, aye, Randy Ingle, aye, Teresa Bouton, aye, Diane Smith, aye, Gayle Johnson-Brackett, aye, and Deb Givens, aye. All ayes, motion carried.
- B. Budget Transfers – Diane Smith made a motion to transfer \$12,590.83 from the Corporate account to the building account and seconded by Teresa Bouton. All ayes, motion carried. Zach Waldis made a motion, seconded by Randy Ingle to transfer \$10.90 from the Working Cash account to the Corporate account. All ayes, motion carried. Randy Ingle made a motion, seconded by Diane Smith, to transfer \$7,215.00 from the Torte account to the Corporate account. All ayes, motion carried.

Friends of the Library – they are getting ready for the book sale which starts on August 2nd.

Unfinished Business

- A. Budget & Appropriation Ordinance – the draft of the ordinance was reviewed. The hearing is set for August 12th.

- B. Covid-19 pandemic – will continue to monitor state and national recommendations.
- C. Succession Plan draft – tabled

New Business

- A. Old HVAC systems – of our 4 older HVAC systems (20+ years) we are starting to have system failures. One of the air condensers was replaced in June 2021 after it stopped functioning. It was replaced with new cased A-coils and a 410a condenser. The furnace for that system is on order and the 3 other full systems need to be replaced. We received a quote for \$8,140.00 to replace each system from Montefusco. Diane Smith motioned and Ellen Cluskey seconded to authorize the replacement of the 3 remaining systems at a cost not to exceed \$25,000. All ayes, motion carried.
- B. IPLAR Secretary's Audit – Trustees Ellen Cluskey and Diane Smith signed off on the secretary's minutes and found them in order with no errors or discrepancies. This is an annual requirement of the IPLAR.
- C. Joint Board meeting handout – Beth gave us all one to look over.
- D. Inspiration Celebration – date not set yet but will be in September.
- E. Serving our Public 4.: Chapter 7; Collection Management – meet all components of the checklist.

Comments to Guide Future Agendas – none

Adjournment – Teresa Bouton made a motion to adjourn the meeting at 6:40 p.m., seconded by Randy Ingle. All ayes, motion carried.

Next Meetings:

Joint Board Meeting – July 15th 2021 at 7 p.m.

Budget & Appropriation Hearing – August 12, 2021 at 6:45 p.m.

Regular Board Meeting – August 12, 2021 at 7 p.m.

Respectfully submitted,

Deb Givens, Secretary