

Lillie M. Evans Library District  
Meeting of the Board of Trustees  
March 9<sup>th</sup>, 2023 at 7:00 p.m.

The Lillie M. Evans Library Board was called to order on Thursday, March 9<sup>th</sup>; 2023 at 7:00 p.m. Director Beth Duttlinger, Teresa Bouton, Diane Smith, Zach Waldis, Gayle Johnson-Brackett, Randy Ingle, and Deb Givens were present. Ellen Cluskey was absent.

**Comments or questions to the Board – none**

**Minutes**

- A. Regular Board meeting on February 9<sup>th</sup>, 2023. Teresa Bouton made a motion, seconded by Randy Ingle, to approve the February 9<sup>th</sup>, 2023 minutes. All ayes, motion carried.

**Correspondence and Communication**

- A. 2023 ILA Legislative focus – Beth attended this online session. She shared ILA’s legislative priorities for the association to pursue in the upcoming 2023 session.

**Committee Reports**

- A. Finance
  - 1. Loan with PCB – We are needing to renew our loan. Randy Ingle made a motion, seconded by Zach Waldis, to approve a \$20,000.00 payment to the principle, and to refinance our loan in with Princeville Community Bank in November 2023. Roll call: Teresa Bouton, aye, Diane Smith, aye, Zach Waldis, aye, Gayle Johnson-Brackett, aye, Randy Ingle, aye, and Deb Givens, aye. All ayes, motion carried.
- B. Budget – Beth has started to look at the numbers for the upcoming budget. She will have more for us next month.
- C. Policy
  - 1. FOIA Policy and form – Due to an address change for the PAC, we’ve updated our FOIA Policy. We also included updates for the new RAILS Executive Director and the new Secretary of State, as well as our secondary FOIA staff contact. Diane Smith made a motion to approve the FOIA as amended, seconded by Teresa Bouton. All ayes, motion carried.
  - 2. Disaster Plan – Tabled.
- D. Personnel – Our custodian is retiring and we need a part-time custodian. Beth will be getting a quote for gutter guards and we’ll be using a contracted window cleaner.

**Financial Report**

- A. Approval of February expenditures – Randy Ingle made a motion, seconded by Teresa Bouton, to approve the February expenditures. Roll call: Teresa Bouton, aye, Diane Smith, aye, Zach Waldis, aye, Gayle Johnson-Brackett, aye, Randy Ingle, aye, and Deb Givens, aye. All ayes, motion carried.

**Director’s Report** – on file at the library.

**Friends of the Library Report** - none

**Unfinished business**

- A. Public Act 102-1088 Decennial Committees on Local Government Efficiency Act - Beth has gotten new information on this and also some instructions on how to implement this act. We will have our first meeting on June 8<sup>th</sup> at 6:00 p.m. We will appoint a chair person and identify areas that we want to improve and recommendations.

**New Business**

- A. Serving our Public 4.0: Chapter 4 – Access – we meet all components and criteria.

**Comments to Guide Future Agendas – none**

**Adjournment** – Teresa Bouton made a motion, seconded by Randy Ingle, to adjourn our meeting at 8:02 p.m. All ayes, motion carried.

The next regular board meeting will be on April 13<sup>th</sup>, 2023 at 7:00 p.m.

Respectfully submitted,

Deb Givens, Secretary