

Lillie M. Evans Library District
Meeting of the Board of Trustees
June 8th, 2023 at 7:00 p.m.

The Lillie M. Evans Library Board was called to order on Thursday, June 8th, 2023 at 7:00 p.m. Director Beth Duttlinger, Angie Daily, Gayle Johnson-Brackett, Diane Smith, Rachel Wilson, Randy Ingle, and Deb Givens were present. Zach Waldis was absent.

Comments or questions to the Board – none

Oath of Office and Election of Officers – The Oath of Office was given to Gayle Brackett, Randy Ingle, Angie Daily, and Rachel Wilson. The Election of Officers is as follows: President, Gayle Johnson-Brackett, Vice President, Randy Ingle, Secretary, Deb Givens, and Treasurer, Diane Smith. Angie Daily made a motion, second by Rachel Wilson, to accept the officers as written. All ayes, motion carried.

Minutes

- A. Regular Board meeting on May 11th, 2023. Randy Ingle made a motion, seconded by Diane Smith to accept the June 8th, 2023 minutes. All ayes, motion carried.
- B. Review of minutes of all closed sessions under the Open Meetings Act – all the previous closed sessions have been released. We have no new ones. There has been no closed session since 2012.

Correspondence and Communication

- A. Insurance letter for claim – The insurance company said that they are not covering the water damage to our vent because it was interior damage, not exterior, and we had no damage to our roof or walls.
- B. Per Capita Grant FY23 – The library was awarded \$5,664.00 for 2023.

Committee Reports

- A. Finance
 1. FY24 Budget – Updated – Randy Ingle made a motion to accept the FY24 working budget, seconded by Angie Daily. All ayes, motion carried.
- B. House and Grounds
 1. Public single use bathrooms – floor replacement – The two bathroom floors and the staff bathroom flooring will be replaced by Merrick Flooring.
- C. Policy
 1. Tort Levy Expenditure/Risk Management Policy – Diane Smith made a motion to accept the Tort Levy Expenditure/Risk Management Policy, seconded by Randy Ingle. All ayes, motion carried.
- D. Personnel
 1. Tonya Roberts will be cleaning as a contracted vendor for up to 9 hours a week. Our assistant custodian, Gracie Taylor, will pick up some more tasks. The staff will help where needed.
 2. Seasonal garden workers – Hope Graham and Summer Coats are the new seasonal garden workers.

Financial Report

- A. Approval of May expenditures – Randy Ingle made a motion, seconded by Rachel Wilson to approve the May expenditures. Roll call: Angie Daily, aye, Gayle Johnson-Brackett, aye, Diane Smith, aye, Rachel Wilson, aye, Randy Ingle, aye, and Deb Givens, aye. All ayes, motion carried.

Directors Report – on file at the library

Friends of the Library – no report

Unfinished Business – none

New Business

- A. Open Meetings Act Training – Newly elected trustees need to do this training in 90 days.
- B. Meeting Ordinance – Angie Daily made a motion to approve the Meeting Ordinance 2024-1, seconded by Diane Smith. All ayes, motion carried.
- C. Maintenance Tax Ordinance – Rachel Wilson made a motion to approve the Maintenance Tax Ordinance 2024-2, seconded by Randy Ingle. All ayes, motion carried.
- D. Budget and Appropriation Ordinance – The Budget and Appropriation Ordinance hearing will be on August 10th, 2023 at 6:45 p.m. This will also be published in the paper.
- E. Joint Board Meeting – The Joint Board Meeting will be on July 20th at 7:00 p.m. at the school.
- F. Serving our Public 4.0: Chapter 7: Collection Management – we meet all components and criteria.

Comments to Guide Future Agendas – none

Adjournment – Diane Smith made a motion to adjourn our meeting at 8:13 p.m., seconded by Angie Daily. All ayes, motion carried.

Next Meetings:

Regular Board meeting: July 20, 2023 at 6:00 p.m.

Joint Board Meeting: July 20, 2023 at 7:00 p.m. – School hosts

Sincerely,

Deb Givens, Secretary