

Western District Library Board Minutes

May 24, 2021

Call to Order

The meeting was called to order at 6:30 pm by President Jan Gustafson. Those present were Kathi Parrish, Rod Ward, Sue Routt, Julie Abbott (arrived late), Beth Hoffman, and Jeanine McGaughy. Also in attendance was Director Michelle Bailey.

New Board Members, Committee Appointments

- Jan swore in Beth Hoffman as new WDL board trustee.
- Jeanine nominated Jan to continue as board president, Sue seconded. Voted, approved.
Kathi nominated Jeanine as vice president, Rod seconded. Voted, approved.
Rod nominated Kathi as secretary, Jeanine seconded. Voted, approved.
Jeanine nominated Rod as treasure, Sue seconded. Voted, approved.
- Jan appointed Jeanine & Sue to personnel committee, Rod & Kathi to finance, Beth & Jeanine to long range planning, Rod & Julie to building committee.

Board contact updates

No changes for existing board members. Michelle will get Beth's information, have Kathi (as secretary) verify for county & state as needed.

Public Comments

No public comments.

April (held on May 3) Meeting Minutes

Meeting minutes from meeting held on May 3 (instead of Apr 26) were reviewed. Rod moved to approve as presented, Sue seconded. Voted, approved as presented.

Communications

Michelle shared thank you received from Candace. Georgia had asked Michelle to express her thanks to the board.

Treasurer's Report

Rod had no extraordinary items to report. Michelle hasn't had response from Kim Hoffmann regarding building expense overage from budgeted amount, but feels there is no money that needs to be moved. Michelle noted that total \$467,000+ won't be spent before end of FY, since building improvements haven't been started. Per Kim, that's OK. Jeanine moved to approved as presented, Sue seconded. Voice vote, approved.

Director's Circulation Report and Programming

- Circulation numbers look great, compared with preponderance of zeros in April 2020 (due to COVID)!
- Michelle met with Sarah Collins from Legat to discuss options for the arch restoration, depending on how much WDL wants to spend on that component of the project.
- Michelle has researched additional possible funds that might be available to WDL for the building work. She will contact IL Dept of Commerce & Economic Opportunity to see if any specific funds have been allocated to WDL.

Committee Reports

No committee reports.

Old Business

- Michelle presented for board consideration a revised draft of WDL Circulation Policy, reflecting fine-free policy terms (except for Hot Spots & Chromebooks, which will continue to accrue \$10/day overdue fine, not to exceed \$50/item). After board discussion, Michelle will add provision for video games to have a fine, after she looks up the current rate. Sue moved to accept new policy with corrections as stated, Rod seconded. Voted, approved.

New Business

- eRead renewal for new FY has been submitted to RAILS, with no price increase.
- Meetings for committees (finance, building, and personnel) are scheduled as follows:
Finance—June 3, 2:00 pm
Building—postpone till after meeting with Legat
Personnel—June 15, 1:00 pm

Closed Session

No closed session was held.

Other Business/Future Agenda Considerations

- Michelle has a possible fill-in for Georgia while she's out. Heather Anderson teaches early childhood development at Scott Community College, so is available through the summer.
- Rod inquired on status of the building project. Michelle is waiting for Legat to provide details of work schedule.

Rod moved to adjourn, Jeanine seconded. Voted, approved. Meeting adjourned.

Respectfully submitted,
Kathi Parrish, Secretary