

Western District Library Board Minutes January 23, 2023

Call to Order

The meeting was called to order at 5:30 pm by Jan Gustafson. Those present were Kathi Parrish, Sue Routt, Rod Ward, Jeanine McGaughy (via Zoom), and Beth Hoffman. Absent was Julie Abbott. Also in attendance was Director Michelle Bailey, as well as Betty Murphy (only until her presentation was completed).

Guest Speaker

Betty Murphy made a presentation to the board.

Public Comments

No public comments.

November Minutes

Meeting minutes from November 28, 2022 were reviewed. Rod moved to approve as presented, Sue seconded. Voted, approved.

Communications

Michelle reported a request from a patron for library materials to be purchased. Michelle will review the materials selection policy (which was last updated in 2012).

Treasurer's Report

Michelle shared November and December treasurer's reports. Kathi moved to approve November report as presented, Sue seconded. Voice vote, approved 6-0, 1 absent. Rod moved to approve December report, Jeanine seconded. Voice vote, approved 6-0, 1 absent.

Director's Report

Michelle shared the director's reports for November and December, including the following:

- Circulation numbers were significantly lower than normal due to continued library closure for construction.
- Reciprocal borrowing was nearly double the number a year ago, again, related to library being closed.
- No adult programs were held in November; during December, Deb Ford held a diamond painting ornament session at the MAC, with 70 people in attendance.

Committee Report

No committee reports this month.

Old Business

Michelle shared update from Legat on construction project. After a standstill period, last week things started happening: bathroom floors, electrical work, door frames, glass partitions for the study rooms; no news on the carpet.

New Business

- A. Michelle reported on cooperation with other libraries. She has provided cards to Robert R Jones Library (Coal Valley), so new cards can be issued from there. Books checked out online can be picked up there as well.
- B. Statement of Economic Interest forms will be sent to board members, based on certification of board member list from Henry County Clerk, signed by Secretary.
- C. Per Capita Grant will be submitted by Jan 31.
- D. Information (with links) was provided to board regarding Illinois Mandatory Paid Leave Legislation, which goes into effect 1/1/2024.

Closed Session

No closed session needed.

Other Business/Future Agenda Considerations

A staff member requires surgery asked if there is work she can do from home while she recovers. Michelle will check with HR Source, determine whether a policy needs to be developed, what will be appropriate going forward.

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

Respectfully submitted,
Kathi Parrish, Secretary

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