

Minutes of Marshall Library Board – February 14, 2024

Call to Order:

The Marshall Public Library Board of Trustees met in regular session on Wednesday, February 14, 2024. President John Tarble called the meeting to order at 5:58 pm. Board members present were Mike Cameron, Jody Green, Janet Hasten, Robert Nelson, Jenn Smitley, Melissa Strait, John Tarble and Herman Wallace. Adam Setzer arrived during the Director's Report. Mike Cameron left during closed session. Alyson Thompson, Director and Jamie Poorman, Head Librarian, were also present.

Pledge of Allegiance:

The Pledge of Allegiance was performed by the trustees.

Public Comments:

There were no public comments.

Correspondence:

A postcard was received from Damian Macey from Florida.

Thank you notes and pictures were received from Mrs. Scamihorn's class regarding the Amelia Earhart program.

A Valentine card was received from Twon Smith.

Secretary's Report:

The minutes from the January 10, 2024, meeting were reviewed. It was noted that Melissa's last name was misspelled. On a motion by Janet, seconded by Melissa, the minutes with correction were approved.

Officers' Reports:

There were no officers' reports.

Presentation of Bills:

The January invoices were listed and reviewed. On a motion by Mike, seconded by Melissa, payment of bills in the amount of \$5,495.77 were approved. A roll call vote was taken and recorded as follows:

John – yes, Janet – yes, Mike – yes, Bob – yes, Herman – yes, Jody – yes, Melissa – yes, and Jenn – yes.

Librarian's Report:

Jamie presented the Librarian's Report for January. Patron registration increased by 12 and total circulation was 3,332. The door count for the month was inaccurate due to the main door counter's batteries going dead. Jamie also noted that the Print Materials will increase as genealogical items are added and a new book club program, Rather Be Reading, has started.

Friends of the Library Report:

The Friends of the Library have not met since the library board's last meeting. Their next meeting will be March 7, 2024, at 5:00 pm.

Marshall Area Public Library District Report:

The Area District has not met since the library board's last meeting. Their next meeting will be on February 27, 2024, at 4:30 pm.

Director's Report:

Alyson updated the trustees on several events and activities in January, noting that the old microfilm machine was donated to the Edgar County Historical Society and the IL Historic Preservation committee approved the remodel plans. At the end of January, the Library accounts held \$227,297.95 in Operations, \$10,000 in Retirement and \$169,773.63 in Special Reserves, for a total of \$407,071.58.

Old Business:

- Phase II Construction Value Engineering
Bob, John, Herman, and Alyson met with Hannig to discuss value engineering options to lower the Phase II remodel project costs. The Revised Scenario #1 cost breakdown total is \$773,347. Trustees will begin looking into loan and fundraising options to cover costs over the original budgeted amount.

New Business:

- New Trustee - Adam will not be continuing after this term. Possible candidates for the opening were discussed. Alyson will contact a few individuals to see if they are interested.
- Finance Committee - A Finance Committee meeting was scheduled for Monday, March 11 at 3:30 pm.
- Personnel Committee - The Board went into executive session to review staff salaries and compensation for FY 2024/25 on a motion by Melissa, seconded by Mike. After returning from closed session, a motion was made by Melissa, seconded by Adam, to approve the proposed employee policy changes and the line item budget amount of \$174,985 for next fiscal year's compensation package. A roll call vote was taken and recorded as follows:
John – yes, Janet – yes, Adam– yes, Bob – yes, Herman – yes, Jody – yes, Melissa – yes, and Jenn – yes. Mike Cameron had to leave the meeting during closed session.
- Statement of Economics - Statement of Economic Interests forms were passed out to the trustees. These forms must be completed and turned in to the County Clerk's Office by May 1, 2024.

Other:

There were no other items for discussion.

Adjournment:

The meeting was adjourned at 7:01 pm on a motion by Adam, seconded by Melissa.

Next meeting will be on March 13, 2024, at 6:00 pm at the Marshall Public Library.

Jody Green, Secretary