

## **Earlville Library District Board Meeting Minutes**

**6:00 PM Tuesday May 21<sup>st</sup>, 2024**

On May 21<sup>st</sup>, 2024, the meeting of the Earlville Library District was called to order by President Ann Hecathorn at 6:02 PM in the library.

Present were: Board members: Ann Hecathorn, Marcia Farley, Mary Bender, Ben Hoffman, and Kathy Eager. Skip Nanzer and Janice Wolff were absent. Also present were Director Paige Frechmann and Nina Lopez.

Public Participation: None.

Review of minutes from previous meeting: Marcia Farley made a motion to accept the minutes. Ben Hoffman seconded. Motion carried.

Financial Report: Kathy Eager made a motion to accept the report. Mary Bender seconded. Motion carried with a unanimous roll-call vote.

Library Director's Report: Paige updated the Board on circulation, programs, and other ongoing issues. She presented a list of technology that will be needed at the Lutheran Church for the Hidden Messages in Negro Spirituals that is scheduled for Feb 4, 2025. Marcia Farley is checking to see what is available there.

### **New Business**

Terminix: After some discussion, it was agreed that we would wait to see if there is a real mouse problem and to hopefully get cracks sealed by cement professional. Kathy Eager moved to pay Paige for the extra hours she spent meeting with Terminix. Ben Hoffman seconded. Motion carried with a unanimous roll-call vote.

CINTAS: The staff will continue to monitor the problem of condensation under front entry pad.

Appoint OMA Designee: Ann Hecathorn made a motion to appoint Paige Frechmann the OMA Designee. Marcia Farley seconded. Motion carried.

Election of Officers for fiscal year 2024-2025: Marcia Farley made a motion to keep the present slate of officers. Ben Hoffman seconded. Motion carried. They are President: Ann Hecathorn, Vice-President: Mary Bender, Secretary/Treasurer: Kathy Eager.

Appointment of Chairman and Committee Members for fiscal year 2024-2025: Kathy Eager made a motion to retain the present committee chairs. Mary Bender seconded. Motion carried. They are Finance: Kathy Eager, Building and Grounds: Skip Nanzer, Personnel and Insurance: Marcia Farley, Policy, by-laws, and community relations: Mary Bender.

Approval of Dates of Board of Trustees Meetings for the fiscal year 2024-2025: Ann Hecathorn made a motion to accept the list of meeting dates as presented by the Director. Kathy Eager seconded. Motion carried.

Approval of Dates for Closing for Holidays for fiscal year 2024-2025: Kathy Eager made a motion to accept the list of holidays as presented by the Director. Ann Hecathorn seconded. Motion carried.

Discussion and Possible Approval of the 2024-2025 Budget: After some discussion of the amount allocated for salaries, Ben Hoffman made a motion to accept the presented Budget as a working budget only. Ann Hecathorn seconded. Motion carried.

Explanation/ clarification of Staff Duties: Board should bring these back next month when salaries for the next fiscal year will be set.

Roll call vote to adjourn to closed session: There was no vote as it was decided to postpone salary changes to next month.

Closed Session: None

### **Unfinished Business**

Disaster Plan: Paige has not found a professional to look over the disaster plan. Our local fire prevention educator has suggested that we replace all smoke detectors every five years.

Direct Deposit: For the time being we will continue to issue paper checks to staff.

Elevator Contract: The contract will auto-renew.

Cement Work: Hoping that contractor will get back to Paige soon.

Elevator Sump Pump Alarm: Wi-fi signal not strong enough. Ben Hoffman and Brett Budach are working on an extender option.

ILA Standards Checklist: No movement.

Items for Next Agenda: Disaster Plan, Cement Work, Elevator sump pump Alarm, ILA Standards, Closed Session for negotiating salaries, Budget for next fiscal year.

Announcements: The next board meeting will be held on Tuesday, June 18<sup>th</sup>, 2024 at 6:00 PM at the Earlville Library District.

At 7:15 PM, Marcia Farley made a motion to adjourn. Ann Hecathorn seconded. Motion carried.

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