

**Farmington Area Public Library District  
Regular Board Meeting Minutes  
Monday, August 15, 2022 6:00 PM**

**I. CALL TO ORDER**

President Martin called the meeting to order at 6:05 p.m.

**II. ROLL CALL AND DETERMINATION OF QUORUM**

Roll Call by Trustee Uptmor - members present: Sara Balagna, Linda Bearden, Maggie Cecil, Elise Haroldson, John Martin, Lisa Uptmor. Also present: Director Rebecca Seaborn and Recording Secretary Jeanne Thomas.

Not Present: Nicole Lettow. Sara Balagna left at 7:30 p.m.

**III. RECOGNITION OF VISITORS TO THE MEETING**

No Visitors

**IV. APPROVAL OF THE AGENDA**

Trustee Martin moved to approve the agenda. Trustee Balagna seconded. There was unanimous approval.

**V. PUBLIC INPUT**

No Input

**VI. COMMUNICATIONS TO THE BOARD**

No Communications

**VII. REGULAR BOARD MEETING MINUTES: JULY 18, 2022**

Trustee Balagna moved to approve the minutes. Trustee Haroldson seconded. There was unanimous approval.

**VIII. BILLS JULY 2022**

Approval of bills: Resolved that the bills in the amount of \$9,740.35 be approved. Trustee Haroldson moved to approve the bill list. Trustee Uptmor seconded. The roll call vote was unanimous in approval.

**IX. TREASURER'S REPORT JULY 2022**

Trustee Balagna moved to approve the Treasurer's Report. Trustee Bearden seconded. The roll call vote was unanimous in approval.

**X. DIRECTOR'S REPORT**

Director Seaborn told the Board that the new patron counting system by SenSource has been installed. Her year review with Facet has to be rescheduled but she did receive the quote for the internet use splash screen. Director Seaborn will be getting recommendations from other area directors to see who they use for carpet cleaning as our previous person has dissolved his business.

A new book covering system has been purchased. The new system will allow us to be more efficient in book covering by reducing staff time. These new book covers can be washed off and reused.

Director Seaborn has given gift cards to our volunteers to show our appreciation for all their hard work. There will be a staff meeting on Saturday, August 20<sup>th</sup>. The Coordinator of the LTA Program at ICC reached out to Director Seaborn about hosting a library student this semester. She agreed and Autumn Deatherage will be doing her internship with us this fall.

Jeanne Thomas attended the Village of Hanna City Community & Economic Development Council (CEDC) meeting on August 9<sup>th</sup> as the library representative. She will continue to attend these meetings. Director Seaborn continues to attend the Peoria Area Directors and Rural Directors meetings. She also attended the RSA board meeting on July 28<sup>th</sup>. The first week of August she attended Director's University 2.0 held in Springfield, IL.

Hoopla went live for our patrons on August 1<sup>st</sup>. Our Summer Party was a lot of fun. Total participation was 83 people. After school programs have been decided for the upcoming fall semester. Adult movies continue on the third Thursday of each month.

The library financial audit is scheduled for August 22-23. Director Seaborn will make sure the Auditor has us on her schedule to present the Audit at the October board meeting. Outreach to the community members in Farmington and Hanna City continues.

## **XI. COMMITTEE REPORTS**

No Reports

## **XII. BUSINESS FOR DISCUSSION**

### **A. CD for Liability**

Director Seaborn informed the board that CD #14338 will mature on August 16<sup>th</sup>. She and the board discussed what to do with this CD. After discussion, Trustee Cecil made a motion to let CD #14338 roll over at maturity. Trustee Uptmor seconded. The roll call vote was unanimous in approval.

### **B. Board Openings**

Director Seaborn told the board that Sara Balagna, Elise Haroldson and Nicole Lettow's terms were up in 2023. She asked Sara and Elise if they were going to run for re-election. Both are willing to run again. Director Seaborn will reach out to Nicole Lettow, who was absent, to find out her intentions for re-election.

### **C. Pavilion**

Director Seaborn attended a session at Director's University 2.0 regarding strategic planning/capital improvements where she heard a contractor speak about these topics. After attending this session, Director Seaborn suggests hiring an architect to design a pavilion for the library. She and the board discussed this proposition. Director Seaborn will reach out to other library directors for possible architect recommendations.

### **XIII. BUSINESS REQUIRING ACTION**

#### **A. Ordinance 22-03 Budget & Appropriation Ordinance**

Trustee Uptmor moved to adopt Ordinance 22-03 Budget & Appropriation Ordinance. Trustee Martin seconded. The roll call vote was unanimous in approval.

### **XIV. CLOSED SESSION**

There was no closed session. However, President Martin took the opportunity to give Director Seaborn her job performance evaluation. He gave her high praises for the job she is doing as director. She has exceeded their expectations. They are pleased with the way she manages the finances of the library and they feel leadership and organization are two of her strongest strengths. She was encouraged to keep up the good work!

### **XV. ADJOURNMENT**

President Martin adjourned meeting at 7:46 p.m.

Respectfully submitted,

Nicole Lettow, Secretary  
Jeanne Thomas, Recording Secretary