

**Farmington Area Public Library District
Regular Board Meeting Minutes
Monday, January 15, 2024 6:00 PM**

I. CALL TO ORDER

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

II. ROLL CALL AND DETERMINATION OF QUORUM

Roll Call by Secretary Lettow - members present: Sara Balagna, Linda Bearden, Maggie Connell, Kristi Gronewold, Elise Haroldson, Nicole Lettow, Lisa Uptmor. Also present: Director Rebecca Seaborn and Recording Secretary Jeanne Thomas.

III. RECOGNITION OF VISITORS TO THE MEETING

No Visitors.

IV. APPROVAL OF THE AGENDA

Trustee Lettow 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: DECEMBER 18, 2023

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

VIII. BILLS DECEMBER 2023

Approval of bills: Resolved that the bills in the amount of \$13,930.44 be approved. Trustee Balagna moved to approve the bill list. Trustee Lettow seconded. The roll call vote was unanimous in approval.

IX. TREASURER'S REPORT DECEMBER 2023

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

X. DIRECTOR'S REPORT

Director Seaborn has been in touch with Dan Griffin from Clean Energy Design Group. He said they will file for another extension as they are not expecting to start the solar project until March or the first part of April. Spoon River Mechanical was called to come out and check our HVAC units as there was a question whether or not unit #1 was functioning properly. Unit #1 was frozen due to the snow/slush accumulation on top of it and another unit seemed to be having trouble with the temperature sensor which they are going to look into.

Director Seaborn requested that the Glasford Gazette post the availability of audit ad. She completed the PNG onsite visit and is working on completing the ILLINET traffic survey so she can file the annual certification for the library.

Director Seaborn will be attending Rural Directors this coming Friday remotely and has a database committee meeting upcoming as well. She has purchased 44 books from Paper Pie (formerly USBOURNE) for the children's area using Per Capita Grant funds. If you purchase their materials with grant money, then whatever dollar amount purchased they give us half (equal dollar amount, not books) for free.

After school club sign ups started today. Bitty Bookworms has been put on hiatus due to low attendance. We are going to reach out to Courtyard Estates for possible programming at their facility. We are also working on some new teen programming. Preparations for Summer Reading have begun.

XI. COMMITTEE REPORTS

No Reports.

XII. UNFINISHED BUSINESS

A. Computers

Director Seaborn spoke with Tyler from Facet Technologies. He told her that the personal drives he set up on three of the staff computers as well as the X drive are all being backed up to the server. If one of the computers does crash, all of the information will be able to be restored.

XIII. NEW BUSINESS

A. Review of progress vs. budget for July - December

Director Seaborn and the Board went over the corporate, liability and building and maintenance budgets.

B. Audit

Copies of the fiscal year 2023 audit were handed out to the board members for their review.

C. CD

Director Seaborn informed the Board that the special reserve CD had matured. The CD was cashed in and the funds deposited into the Special Reserve Money Market account. She also informed them that the Insurance Reserve CD will be maturing on February 16th, 2024. After discussion of investment rates, the following action took place.

Trustee Connell made a motion to withdraw \$225,000.00 from the Special Reserve Money Market account and open an eight-month CD at the Bank of Farmington. Trustee Haroldson seconded. The roll call vote was unanimous in approval.

XIV. CLOSED SESSION

No Closed Session.

XV. ADJOURNMENT

Trustee Haroldson motioned to adjourn the meeting. Trustee Gronewold seconded. There was unanimous approval. The meeting was adjourned at 7:57 p.m.

Respectfully submitted,

Nicole Lettow, Secretary
Jeanne Thomas, Recording Secretary