

Farmington Area Public Library District
Regular Board Meeting Minutes
Monday, November 21, 2022 6:00 PM

I. CALL TO ORDER

President Martin called the meeting to order at 6:12 p.m.

II. ROLL CALL AND DETERMINATION OF QUORUM

Roll Call by Secretary Lettow - members present: Sara Balagna, Linda Bearden, Maggie Cecil, Nicole Lettow, John Martin, Lisa Uptmor. Also present: Director Rebecca Seaborn.

Not Present: Elise Haroldson. Trustee Haroldson arrived at 6:21 p.m.

III. RECOGNITION OF VISITORS TO THE MEETING

No Visitors

IV. APPROVAL OF THE AGENDA

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

V. PUBLIC INPUT

No Input

VI. COMMUNICATIONS TO THE BOARD

No Communications

VII. REGULAR BOARD MEETING MINUTES: OCTOBER 17, 2022

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

VIII. BILLS OCTOBER 2022

Approval of bills: Resolved that the bills in the amount of \$59,087.44 be approved. Trustee Cecil moved to approve the bill list. Trustee Bearden seconded. The roll call vote was unanimous in approval.

IX. TREASURER'S REPORT OCTOBER 2022

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

X. DIRECTOR'S REPORT

Director Seaborn highlighted portions of her director's report such as building and technology, library business, staff and volunteers, continuing education and meetings. She also discussed collection and materials, programming, finances and outreach.

XI. COMMITTEE REPORTS

No Reports

XII. CLOSED SESSION

The board went into closed session at 6:52 p.m.

Personnel – 5ILCS 120/2 (c) (1) – Staff holiday bonus

The board came out of closed session at 7:08 p.m.

XIII. NEW BUSINESS

A. Business for Discussion

1. Carpet Cleaning

Director Seaborn explained the two carpet cleaning proposals she has received. After discussion, the board agreed with Director Seaborn's decision on which company to hire. The board decided this project fell under library maintenance which is part of the director's job description therefore a vote on the expenditure was not needed.

2. Discussion of Per Capita Grant – serving our public 4.0

Director Seaborn reviewed the documents for the Per Capita Grant serving our public 4.0. She covered the areas the library still needs to make improvements to meet the standards and the areas that the library has addressed to meet the standards.

B. Business requiring action

1. Carpet Cleaning

No action required

2. Holiday bonus

Trustee Haroldson motioned to accept the proposed staff holiday bonuses to include a bonus for Director Seaborn. Trustee Cecil seconded. The roll call vote was unanimous in approval.

XIV. ADJOURNMENT

President Martin adjourned meeting at 7:31 p.m.

Respectfully submitted,

Nicole Lettow, Secretary
Jeanne Thomas, Recording Secretary