

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

I. CALL TO ORDER

President Connell called the meeting to order at 6:04 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: MARCH 18, 2024

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

VIII. BILLS MARCH 2024

Approval of bills: Resolved that the bills in the amount of \$14,614.30 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 MARCH 2024

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

X. DIRECTOR'S REPORT

Director Seaborn informed the board that she would like to change out the rest of the lightbulbs in the entryway. These lightbulbs were not included in the Ameren Grant. She has received a quote of \$1,500.00 from H&H Industries for these replacements. There is money in the building and maintenance budget to have this work done.

Director Seaborn and the staff attended RSA day on March 20th. Everyone learned something new. She attended a break-out session on displays to increase checkouts. She has already purchased some new book stands to help attract attention to certain books in our collection. Director Seaborn and Jeanne attended the Rotary Awards dinner on March 20th. Rotary met at the elementary school during the school's spring break to tour their new library.

Last month we added 152 items to the collection. Director Seaborn has a trial for a new database she's considering called Blue Career, a new workforce development platform from EBSCO learning. Members of our community will be able to explore the skilled trades industry, start their careers, connect with employers and more. Educate Station and Find More Illinois have been added to the website for patrons to access.

Imagine 3D concluded on March 28th with an open house. Nature Navigators started last week. This is a 3-week mini session that was funded by a grant from the Community Fellows, Oklahoma State University. Tomorrow starts school visits where we will be providing summer reading information. We have received \$1,673.00 in summer reading donations so far. Some of the donations have been money and some have been "in kind".

XI. COMMITTEE REPORTS

No Reports

XII. CLOSED SESSION

B. Personnel – 5ILCS 120/2 (c) (1)

1. The board went into closed session at 6:34 p.m.
– Director's Review

The board came out of closed session at 6:51 p.m.

XIII. UNFINISHED BUSINESS

A. Director's Review

President Connell presented the Director's review. The board unanimously agreed that Director Seaborn is doing an amazing job. President Connell expressed how appreciative the board is of Director Seaborn's forward thinking and leadership in the community.

Trustee Lettow made a motion to increase the Director's salary by 7% for Fiscal Year 2024-2025. Trustee Connell seconded. The roll call vote was unanimous in approval.

XIV. NEW BUSINESS

A. Meeting Schedule for 2024-2025

Director Seaborn and the board reviewed the upcoming meeting dates and discussed possible changes that may occur due to scheduling conflicts.

B. Building Clock

Director Seaborn informed the board that she has been in touch with the clock company and has received prices for replacement parts.

C. Interlibrary Loan Policy

Director Seaborn and the board reviewed and discussed the interlibrary loan policy.

D. Disposal of surplus library materials and property

Director Seaborn presented the surplus library materials and property policy. She and the board reviewed and discussed it.

E. Materials collection & selection development policy

Director Seaborn and the board reviewed and discussed the materials collection & selection development policy.

F. Notary Policy

Director Seaborn explained the notary policy to the board. She and the board reviewed and discussed it.

Trustee Uptmor made a motion to accept the Interlibrary Loan Policy, Disposal of Surplus Library Materials and Property Policy, Materials Collection & Selection Development Policy and the Notary Policy as presented. Trustee Haroldson seconded. There was unanimous approval.

XV. ADJOURNMENT

Trustee Lettow made a motion to adjourn. Trustee Connell seconded. There was unanimous approval.

Meeting adjourned at 7:49 pm.

Respectfully submitted,

Nicole Lettow, Secretary
Jeanne Thomas, Recording Secretary