

**Farmington Area Public Library District**  
**Regular Board Meeting Minutes**  
**Monday, July 18, 2022 6:00 PM**

**I. CALL TO ORDER**

President Martin called the meeting to order at 6:03 p.m.

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

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

Not Present: Lisa Uptmor

**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**

Secretary Lettow read a thank you note from Sue Lane for the gifts she won during our summer reading program. Director Seaborn read various complimentary comments from the library's FaceBook page regarding our summer reading program.

**VII. REGULAR BOARD MEETING MINUTES: JUNE 28, 2022**

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

**VIII. BILLS JUNE 2022**

Approval of bills: Resolved that the bills in the amount of \$14,724.18 be approved. Trustee Haroldson moved to approve the bill list. Trustee Cecil seconded. The roll call vote was unanimous in approval.

**IX. TREASURER'S REPORT JUNE 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**

IDOT finally put up new library signs on 116 directing people to the library. Director Seaborn received the official notice that the library's information has been renewed with SAMS.gov. She submitted the last quarterly report for the Road to Recovery Grant.

Staff reviews were completed this month. Amanda Shaffer will represent the library at the Farmington school registration day. Jeanne Thomas will represent the library at the Hanna City TIF district meeting on August 9<sup>th</sup>. Director Seaborn attended both the Peoria and Rural Directors meetings this month. She was accepted into Directors University 2.0 which is held in Springfield, IL. The event is scheduled for the first week of August so she will be out of the office that week.

The library's Hoopla account will go live to patrons on August 1<sup>st</sup>. Right now, we are currently doing a "soft opening" with just the staff members having access to checking items out. We will be having a Hoopla booth at the Summer Party on July 30th in an effort to promote this exciting new addition to our library services.

Summer Reading was a huge success with 303 registered participants. Forest Park Nature Center was able to come July 7th. There was about 70 people in attendance for that program.

## **XI. COMMITTEE REPORTS**

No Reports

## **XII. BUSINESS FOR DISCUSSION**

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

The CD matures on August 16, 2022. Director Seaborn and the Board discussed what could be done with this CD at maturity. After discussion, it was decided that Director Seaborn will check with the Bank of Farmington to see if they are running any special rates at this time.

### **B. Door Counter**

Director Seaborn presented the Board with information for a new door counter for the library from SenSource. This company came highly recommended by several Directors. The initial cost for this new system would be \$1,769.95 with a yearly Cloud storage cost of \$180.00. After discussion, it was decided to go forward with the purchase of this system.

Trustee Haroldson made a motion to purchase the SenSource system for \$1,769.95 with a yearly Cloud storage cost of \$180.00. Trustee Martin seconded. The roll call vote was unanimous in approval.

### **C. Staff Reviews**

Director Seaborn completed the staff reviews. They are available for board members to view.

## **XIII. BUSINESS REQUIRING ACTION**

### **A. Ordinance 22-02 Building & Maintenance Ordinance**

Trustee Lettow moved to adopt Ordinance 22-02 Building & Maintenance Ordinance. Trustee Balagna seconded. The roll call vote was unanimous in approval.

## **XIV. CLOSED SESSION**

No Closed Session

## **XV. ADJOURNMENT**

President Martin adjourned meeting at 7:47p.m.

Respectfully submitted,

Nicole Lettow, Secretary  
Jeanne Thomas, Recording Secretary