

**MORTON PUBLIC LIBRARY DISTRICT  
December 13, 2023**

**ROLL CALL**

The Morton Public Library District Board meeting was called to order at 4:37 p.m. Director Williams and board members Turner, Keach, Hilliard, Ropp, Riesberg, Gryl and Thompson were present.

**PUBLIC COMMENT**

A community member was present for observation. No comment was made.

**MINUTES**

The minutes from the November 15, 2023 Board Meeting were approved as submitted.

**TREASURER'S REPORT**

Treasurer Gryl delivered the Treasurer's Report. Funds were moved into Special Reserves as planned. Scott Witzig sent a thank you note for the establishment of the Book Foundation fund with the MCF. The new copy machines were ordered and delivered. **Gryl moved and Ropp seconded that that the November bills be paid. A roll call vote was held. The motion carried unanimously.**

	Dec. 2023	Jan. 2024
Invoices Paid	\$51,475.72	\$57,105.83
Ameren Illinois	426.40	512.79
I3 Broadband	386.19	366.58
Morton Utilities	347.18	416.72
Total Bills:	\$52,635.49	\$58,401.92
Director	7,398.67	7,398.67
Staff	34,855.55	33,240.29
Payroll Totals:	\$42,254.22	\$40,638.96
Employer IMRF	\$3,673.36	\$3,648.04
Employer FICA	\$3,232.47	\$3,108.84

**DIRECTOR'S REPORT**

Director Williams updated the board on the Centennial Celebration. The celebration will kick off on January 6<sup>th</sup>, "100 days until our 100 years". Kids will be encouraged to donate "100 pennies for 100 years" to encourage participation by the younger patrons. A timeline of 100 years of the library's history will be unveiled on April 15<sup>th</sup>. The Morton Pottery Club is planning an antiques roadshow style event on April 18<sup>th</sup> and the library will host a 100<sup>th</sup> Birthday Party geared towards kids on April 20<sup>th</sup>. There will be an evening event at the library on April 26<sup>th</sup> with a variety of presenters highlighting Morton history as it relates to the library. Phil Witzig will represent the Morton History collection. Local author/sports writer Dave Kindred will speak about the history of local sports. The library will focus on the building of library in 1982 and its expansion in 1996 as well as the future of the library. The board discussed ideas for possible "swag" items to commemorate the Centennial Celebration.

Director Williams updated the board on the Resource Sharing Alliance (RSA) and the new agreement effective July 1, 2024.

Williams noted that the library has been utilizing the Patron Point marketing system since October and has a 50% open rate for its emails. The program currently includes a monthly email about adult programs (from which patrons can opt out), a monthly email about children's programs (for which patrons must opt in) and a twice monthly "Three Things" newsletter that highlights something about the library collection, its services, and a reason to visit.

#### NEW BUSINESS

**Gryl moved and Turner seconded to approve the 2024 Salary Budget. The motion carried unanimously.**

Williams proposed a Paid Leave For All Policy (PLFA) that includes a one hour accrual for every 40 hours worked, with a 40 hour cap and a 90 day post-employment waiting period before time can be used. **Ropp moved and Gryl seconded to approve the Paid Leave for All Policy. The motion carried unanimously.**

**Gryl moved and Hilliard seconded to approve the Unpaid Time Off Policy. The motion carried unanimously.**

The board reviewed "Serving Our Public 4.0: Standards for Illinois Public Libraries".

#### OTHER BUSINESS

None

There being no further business, the meeting adjourned at 5:40 pm.

Director Williams and the board conducted the Annual Walk-Thru of the library at the conclusion of the meeting.

Respectfully submitted,  
Heather W. Thompson, Secretary

The next meeting will be held Wednesday, February 14<sup>th</sup> at 4:30 pm.