

MORTON PUBLIC LIBRARY DISTRICT
November 16, 2022

The Morton Public Library District Board meeting was called to order at 4:00 p.m. Board members Turner, Keach, Riesberg, Hilliard, Gryl and Thompson were present. Ropp joined at 4:14 pm, shortly after the Board moved into closed session.

CLOSED SESSION:

In accordance with the Illinois Open Meetings Act, Section 2c, the Board of Trustees adjourned to Closed Session at 4:03 p.m. for the purpose of the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body. **Turner moved and Gryl seconded that the Board enter closed session for the purpose of conducting the annual Director's Review. The motion carried unanimously.**

Ropp moved and Gryl seconded to return to Open Session. The motion carried unanimously.

The Board adjourned Closed Session and returned to Open Session at approximately 5:50 pm.

Thompson moved and Gryl seconded to approve a 3% pay increase for the Director's salary in 2023, and a \$1000 bonus. A roll call vote was held. The motion carried unanimously.

PUBLIC COMMENT

None

MINUTES

The minutes from the October 12, 2022 Board Meeting were approved as submitted

TREASURER'S REPORT

Ropp moved and Turner seconded that November bills be paid. A roll call vote was held. The motion carried unanimously.

November 2022		
Invoices Paid		\$29,736.45
Ameren Illinois		348.44
I3 Broadband		383.55
IT360, Inc.		2,425.90
Morton Utilities		243.20
Total Bills:		\$33,137.54
Director		7,183.18
Staff		30,553.63
Payroll Totals:		\$37,736.81
Employer IMRF		\$3,657.63
Employer FICA		\$2,886.88

Gryl presented the draft audit report to the Board. She had no questions for the auditors or concerns stemming from the report. **Keach moved and Gryl seconded to approve the draft audit as presented. The motion carried unanimously.**

The Board reviewed the Revenue and Expenditure First Quarter Summary. Expenses were slightly over budget at 26%.

DIRECTOR'S REPORT

Director Williams submitted a written report of her attendance at the 2022 ILA conference. She attended sessions on a wide variety of issues, including patron privacy, management, providing feedback, compensation, director-board relationships, tax levy, and right sizing the library collection. Williams would like to implement some of the ideas from the right-sizing session and swap the location of the fiction and non-fiction collections as well as the AV and large print areas. She is also considering downsizing the number of CDs and DVDs that are on display, and rotating the collection. This could be completed in February over the course of a three-day closure.

NEW BUSINESS

Director Williams presented the proposed Closed Dates for 2023. The library will close February 20th through the 22nd in order to conduct the collection swap. Director Williams proposed that the library close at 4 pm on July 3rd in order to have a booth at the Independence Day Community Celebration. The Board suggested that a closing time of 1 pm would allow staff time to set up and work the booth at the event. All other closing dates reflect what has been done in the past for holidays and Pumpkin Festival. **Gryl moved and Turner seconded that the 2023 Closed Dates be approved as presented including the July 3rd 1:00 pm closing time. The motion carried unanimously.**

The Board reviewed quotes with respect to painting the office cabinets to complete the office refresh and furniture update. **Riesberg moved and Hilliard seconded to accept the quote by Luschious Painting and Remodeling for a total of \$4788.00. A roll call vote was held. The motion carried unanimously.**

The Board conducted their Annual Walk Thru of the Facility beginning at 6:48 pm, with the meeting to adjourn by acclimation immediately following.

OTHER BUSINESS

Turner will update the board with respect to a training session she recently attended at next month's board meeting.

There being no further business, the meeting adjourned at 5:53 pm.

Respectfully submitted,
Heather W. Thompson, Secretary

The next meeting will be held Wednesday, December 14th at 4:30 pm.