

Taylorville Public Library Board of Trustees

Meeting Minutes

Tuesday, March 15, 2022, 5:00 p.m.

Present: Ryan Reitmeier Gary Merker Terri France
Ann Chandler Ben Robinson Cathy Robertson
Erin Driskill Jim Olive Heather Sutton
Peggy Brown

Public: none

Absent: none

- I. President Chandler called the meeting to order at 5:01 p.m.
- II. Approval of Minutes – Minutes from the February 15, 2022, regular meeting (Merker/Sutton) were approved unanimously.
- III. Public Forum – none
- IV. Librarian’s Report:
 - a. Circulation report – reviewed
 - b. Community Room Activity report - reviewed
 - c. Gifts & Memorials report - reviewed
 - d. Director’s Comments:
 - i. Reitmeier reported that the budget for FY2023 is nearly completed.
 - ii. TPD was called twice to deal with an aggressive patron. The patron was ordered to leave the premises.
 - iii. The automatic doors for the west entrance have not shipped yet. The contractor needs to remove the barrier from the east entrance which will then need to be grouted.
- V. Motions Pertaining to Executive Session - none
- VI. Financial Reports
 - a. Current Bills – Approval of the current expenditures in the Operating Fund with addendum (France/Driskill) unanimous roll call.
 - b. Capital Fund – Approval of the current expenditures in the Capital Fund with addendum (Sutton/Brown) unanimous roll call.
 - c. Operating Receipts: Board reviewed an updated balance sheet.
- VII. President’s List – no changes
- VIII. Standing Committee Reports
 - a. Finance Committee
 - i. Chairman France and the director met with the new city treasurer to ready TPL’s budget for submission to the City.
 - ii. Director Reitmeier stated that TPL’s financial data shows the library to be in sound fiscal shape.
 - iii. Trustees reviewed the proposed 2023 Plan of Service and Operating Budget which lists anticipated income of \$355,000.00 with total expenditures at \$380,750.00 and appropriates \$523,500.00. The board will vote on the budget next month.

- b. Building Committee
 - i. Sunny Knoll leveled and patched the brick sidewalk to the extent possible. The pavers are at least 30 years old and no longer manufactured. Reitmeier was told that in 5 to 10 years a total replacement will need to be considered.
 - ii. A motion (Chandler/France) to pay Sunny Knoll upon satisfactory completion of brickwork was approved unanimously.
 - iii. A security camera is not functioning and cannot be repaired. Wareham Security will install a replacement.
- c. Technology – No action taken.
- d. Personnel
 - i. Reitmeier will approach a patron who has volunteered to help with some maintenance to discuss the possibility of his working for TPL in this capacity.
 - ii.
- e. Long Range Planning – No action taken
- f. Old Business
 - i. Signage is in process
 - ii. Trustees need to completed OMA training. Ebert & Reitmeier will complete the FOIA update.
- g. New Business
 - i. The nominating committee (Driskill, Sutton, and France) presented the following slate of officers for FY 23 & 24: President: Ann Chandler; Vice President: Peggy Brown; Treasurer: Terri France; Secretary: Cathy Robertson.
 - ii. Trustees were reminded to file economic interest statements with the County Clerk's office.
 - iii. A motion (Olive/Merker) to approve updates to the meeting room use policy was approved unanimously by voice vote.

IX. Motion to adjourn (Robinson/Olive) at 5:44 p.m. was unanimously approved.