

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 Heather Sutton

Public: none

Absent: Peggy Brown, Jim Olive

- I. President Chandler called the meeting to order at 5:03 p.m.
- II. Approval of Minutes – Minutes from the March 15, 2022, regular meeting (Robinson/Sutton) and the February 15, 2022, executive session meeting minutes (Driskill/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 several grants are in process. In addition to the construction grant used for the automatic entrance doors and the annual Per Capita grant, TPL is also working on Bouncing Back and Libraries Transforming Communities grants.
 - ii. A volunteer group is in the beginning stages.
 - iii. TPL is one of the first libraries in the area to implement Cards for Kids.
 - iv. Programming is taking shape, including an author visit.
 - v. Staff is completing a training on working with homeless patrons.
 - vi. TPL is partnering with the U of I Christian County Extension Office to offer programming.
 - vii. Mobile hot spots purchased through federal grant funds have just arrived and should be available for check out in a couple of months.
 - viii. Nintendo Switches and games are now available for check out.
 - ix. Trustee Gary Merker is retiring from TPL’s board after 30 years of honorable service. Today was his final meeting. Director Reitmeier presented a plaque to Merker.
- V. Motions Pertaining to Executive Session - none
- VI. Financial Reports
 - a. Current Bills – Approval of the current expenditures in the Operating Fund with addendum (Merker/Robinson) unanimous roll call.
 - b. Capital Fund – Approval of the current expenditures in the Capital Fund with addendum (France/Driskill) unanimous roll call.
 - c. Operating Receipts: Board reviewed an updated balance sheet.
- VII. President’s List – “Automatic Doors” was removed because of pending completion.

VIII. Standing Committee Reports

- a. Finance Committee
 - i. Chairman France stated that TPL is in good financial shape and complimented Reitmeier for being prudent with expenditures.
 - ii. A motion (Chandler/Robinson) to accept and approve the FY2023 Plan of Service and Operating Budget as presented passed unanimously.
- b. Building Committee
 - i. The installation of the automatic doors on the east side of the building is complete and awaits a final walk through. Framing has begun on the west side, and it was discovered that the sidewalk leading to the base of the door frame is about 1.5 inches lower than the door. Options for correcting the problem are removal of the pavers outside the door and building up a gradual grade. A less costly and more permanent option would be to install a concrete slab. Reitmeier will check prices for comparison.
 - ii. Wareham's Security performed the annual test and certification.
- c. Technology – No action taken.
- d. Personnel
 - i. A motion (France/Driskill) to hire Aaron Biermann for part-time janitorial services, upon successful completion of a 90-day training period, was approved unanimously.
- e. Long Range Planning – The committee met at the conclusion of the regular meeting on April 19, 2022.
- f. Old Business
 - i. Trustees need to completed OMA training. Ebert & Reitmeier will complete the FOIA update.
- g. New Business
 - i. A motion (Merker/Sutton) to elect the following slate of officers for FY 23 & 24 was approved by unanimous voice vote: President: Ann Chandler; Vice President: Peggy Brown; Treasurer: Terri France; Secretary: Cathy Robertson.
 - ii. A motion (Robertson/Sutton) to approve the list of library closures for FY 23 was approved by unanimous voice vote.
 - iii. A motion (Driskill/Robinson) to approve the library board meeting dates for FY 23 was approved by unanimous voice vote.
 - iv. Board members were asked to review portions of the board bylaws
 - v. A new logo has been selected for TPL.

IX. Motion to adjourn (Chandler/Sutton) at 6:06 p.m. was unanimously approved.