

Carlock Public Library Board

Regular Meeting Minutes

Tuesday, June 20, 2023

President, Beth Wagner, called the meeting to order at 6:50 p.m. following the Decennial Committee meeting. Other Board members present were David Garrison, Mike Miller, Lacey Fritsch, Nick Birky, and Kevin Moore; Laura Stephenson was absent. Library Director Christie Lau was in attendance. The meeting was recorded.

The Pledge of Allegiance was recited.

Correspondence: 1) A letter from Jane Randall was received thanking the board for the reception at the previous meeting. 2) A letter informing the board that the per capita grant was approved in the amount of \$4,274.55.

Approval of Minutes: The minutes of the May 16, 2023 meeting were reviewed. Changes were requested to document the discussion of the board vacancy before the board entered closed session. Minutes approved as corrected.

Director's Report: Christie noted that May numbers increased slightly from April and were up significantly more than in May of 2021 and 2022. There are a number of upcoming programs planned and they are separate from the Summer Reading Program. Summer Reading is beginning its third week of activities. There is more participation this year from all groups: kids, teens, and adults. "Crafter-Noons" have been popular with the teens and they may extend into the school year.

There were no President's or Secretary's Reports.

Finance Committee: The finance committee did not meet in the month of June. Disbursements received and still to be received were the main focus of the meeting.

Policy Committee: None

Financial Report: Tax revenue was received from McLean County in May. There are two distributions expected to be shown on the financial statements in June. There were no out-of-the-ordinary expenses for the month.

Old Business:

Building and Maintenance Fund Tax: The board previously voted to levy a Building and Maintenance Fund Tax. Dave feels that it is imperative that this tax be levied as it can be used to cover costs incurred on costly items such as a new boiler or a new roof. Dave is concerned that the 800 sq. yd. roof (estimated to be new in 1970/1980) will need to be replaced in the next 5-10 years and estimates that it will cost \$250 per sq. yd. or more. Mike is concerned that this is a duplicate of the Special Reserve Fund that the library already uses and believes the library should levy a tax for the Special Reserve Fund. Library Counsel, Phil Lenzini, explained that a tax cannot be levied for the Special Reserve Fund and that fund is to only be used for overages from the general fund. Discussion ensued on using the Special Reserve Fund to pay down the principal on the bond in two years. Library Counsel will prepare ordinances for the specific Building and Maintenance Fund tax levy for the board to vote on in the July meeting. No action was taken.

New Business:

Tentative Budget 2024: The public hearing is scheduled for Tuesday, July 18, 2023 at 6:30 p.m. The Library's counsel will prepare an ordinance with the building and maintenance fund shown. The Finance committee will meet on July 6th to discuss. No action was taken.

Meeting Date Ordinance: Proposed meeting dates for FY23/24 were presented in Ordinance 2023-01. Beth made a motion to approve Ordinance 2023-01; seconded by Dave. Motion carried unanimously.

Confidentiality Ordinance: Ordinance 2023-02 on patron confidentiality was presented. Mike was concerned that the ordinance restricts the library's access to its data. Christie explained that the American Library Association recommends this wording and nothing has changed in the ordinance from

previous years. Lacey made a motion to approve Ordinance 2023-02; seconded by Kevin. Motion carried unanimously.

Investment for Insurance Deductible: Dave would like to put \$10,000 from the Liability Insurance fund into a CD that would be used to pay the insurance deductible in the event of an insurance claim. He proposed using Heartland Bank as it is the current bank of the library. Mike is concerned that this CD will go to reduce the insurance tax levy. Follow up with library counsel is needed.

Replenishment of Working Cash Fund: Nick made a motion to replenish the Working Cash Fund to \$35,000; seconded by Mike. Motion carried unanimously. Dave will add to the agenda for the July meeting a proposal of increasing the fund for FY 23/24.

Being no further business, a motion was made by Lacey to adjourn; seconded by Beth. Motion carried. The meeting was adjourned at 8:05 p.m. The next regular meeting will be held Tuesday, July 18, 2023, immediately following Public Hearing at 6:30 p.m.

Respectfully submitted,
Lacey Fritsch, Vice President