

MINUTES OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF  
CASEYVILLE PUBLIC LIBRARY DISTRICT  
HELD ON July 10th, 2019 @ 6:00pm

1. CALL TO ORDER

Meeting called to order at 6:02 PM.

2. ROLL CALL

Board Present: Bob Paarlberg, Christina Bell, Jen Mauk, Patrick Hendershot, Lisa Chance, Kelly Kosa. Members of the Public: Ashley Stewart (Library Director), M.K. Dashke, Linda Paarlberg, Allie McNamara (Representative from Katie Stuart's Office)

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

June 2019 minutes were read and no corrections were made. Bob Paarlberg made a motion to approve, Lisa Chance seconded. The motion was passed.

4. PETITIONS AND COMMUNICATIONS

a. U.S. Census Bureau | Partnership Specialist | Complete Count Committee

Ashley Stewart reported that the US Census Bureau is trying to form a committee for St. Clair County to get an accurate count for the 2020 census.

b. IHLS – Members Matter Meeting

Discussed strategic planning for small libraries.

c. Architect References

The library has received several inquiries from other libraries asking about the process of new buildings/renovations and our choice of Bond.

5. COMMITTEE REPORTS

a. Community

i. Friends of the Library

Christina Bell presented an update and statistics. The next meeting is scheduled for August 8, 2019.

ii. Newsletter

Next newsletter will be mailed in August 2019. More cost effective ways of producing the newsletter are being explored.

b. Strategy (*Consent Agenda*)

i. Mission & Vision Statement

Strategy and Policy items approved collectively by Consent Agenda. Kelly Kosa made motion to approve and Patrick Hendershot seconded. The motion was passed. Bylaws have been sent to our attorney, we are waiting on a response.

c. Policy (*Consent Agenda*)

i. Policy Review Calendar, Trustee Chart, Patron Conduct, Sexual Harassment, Violence, Meeting Room, Volunteer & Community Service, Hours of Operation

Strategy and Policy items approved collectively by Consent Agenda. Kelly Kosa made motion to approve and Patrick Hendershot seconded. The motion was passed.

d. Finance

i. Reading & Approval of Treasurer's Report

The Treasurer's Report was presented by Jen Mauk. Motion to approve was made by Christina Bell and seconded by Kelly Kosa. Passed.

ii. FY20 Budget & Appropriations

The Finance Committee will meet to review the 2021 Fiscal Year Levy on July 17, 2019 at 2:00 PM.

6. LIBRARIAN'S REPORT

Library Director Ashley Stewart gave a report on the library's Statistics, Displays, July Newsletter, and Marketing Materials. Following is a list of reported upcoming events:

- Summer Reading Program
- Senior Fraud Prevention Seminar | Attorney General | State Rep. Katie Stuart
- Organ/Tissue Donor Drive | Secretary of State – Jesse White's Office
- Senior Info Session: Being a Good Neighbor
- Census Jobs: Application Help Session | U.S. Census Bureau
- ICash Event | Illinois State Treasurer's Office | State Rep. Katie Stuart

7. OLD BUSINESS

June 18th 2019 closed meeting minutes regarding the 2019/2020 payroll budget was distributed to board members. Motion to adopt payroll budget as presented was made by Jen Mauk and 2nd by Patrick Hendershot. Motion was approved.

8. NEW BUSINESS

Personal Property Replacement Tax from Village of Caseyville is overdue. Village will be issuing a check to the library on July 11th. Amount owed to library 17/18 FY \$2,455 and 18/19 FY \$3,270.

9. PUBLIC COMMENT

No new public comment.

10. CLOSED SESSION

Lisa Chance reported on Library Director's 18/19 FY evaluation.

11. UPCOMING MEETINGS

The Next Library Board Meeting is on Wednesday, August 14, 2019 at 6:00 PM.

12. ADJOURNMENT

At 8:10 PM Kelly Kosa made a motion to adjourn and Jen Mauk Seconded. Passed.

Submitted  
Patrick Hendershot  
Secretary