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BOARD OF TRUSTEES  
201 S Kankakee St, Wilmington IL 60481

## Minutes

Regular Monthly Meeting  
July 15, 2019  
7:00 PM

**Roll Call Attendance** Vice President Zolecki- Browning called roll and a quorum was established. Trustees present: Fitzsimmons, Rezabek, Clennon, Smith, and Zolecki-Browning. Also present: Director Meachum Absent: Quigley, Reigh, and Recording Secretary Parsons.

**Call to Order** President Smith called the meeting to order at 7:00 PM

**Pledge of Allegiance** The Pledge of Allegiance was said.

**Introduction of Visitors and Public Comment** None

**Correction to the Agenda** None

**Approval of Minutes of Previous Meeting and action thereon** The minutes were approved as amended.

### **Continued Business**

- A. Future Planning Needs- Director Meachum discussed the ordering of two special shelving units for the E Book collection. President Smith discussed the possibility of land over by the high school with Superintendent Matt Swick and he was open to the possibility.
- B. Annual Review of Director- Director Meachum updated the Board on her progress with the requests made at the three-hour review with President Smith and Vice-President Zolecki-Browning. Having completed the requested Webinar and doing bi-weekly Manager Meetings with an annual schedule.
- C. Executive Session- Decision was made to not go into closed session for this discussion. Review remained open to the public. Board discussed that they would prefer that instead of a webinar, an in-person training session would be better. Director Meachum has one year to complete assignment. Annual goals were discussed and the decision for this year's goals of Board Training and By-Laws review were approved. A raise of 3% was approved for the Director, matching the same raises received by the staff. Trustee Fitzsimmons moved, second by Rezabek, to approve a 3% raise for Director Meachum. Motion

carried by roll call vote with 5 ayes. Ayes: Clennon, Fitzsimmons, Rezabek, Smith, and Zolecki-Browning. 2 Absent: Quigley and Reigh.

### **New Business**

- A. Ordinance 20-2 Building and Maintenance Tax- Trustee Clennon moved, second by Rezabek, to adopt Ordinance 20-2 Building and Maintenance Tax as presented. by Motion carried by roll call vote with 5 ayes. Ayes: Clennon, Fitzsimmons, Rezabek, Smith, and Zolecki-Browning. Absent: Reigh and Quigley.
- B. Ordinance 20-3 Tentative B&A - no action taken at this time. Will be adopted in September after the Schedules B&A Hearing.
- C. B&A Hearing scheduled for September 16, 2019 at 6:45 pm.

**Finance Report** Treasurer Clennon reviewed budget numbers. Discussed and reviewed financial reports for July. Zolecki-Browning asked for clarification of the item marked NSF, Director Meachum explained the situation with a bequest where the estate closed the account before the original check cleared. A replacement was received.

**Payment of Bills** Trustee Clennon moved, second by Rezabek, to pay the June operating expenses in the amount of \$30,057.54 and payroll expenses in the amount of \$30,117.35 Motion carried by roll call vote with 5 ayes and 2 absent. Ayes: Clennon, Fitzsimmons, Rezabek, Smith, and Zolecki-Browning. Absent: Quigley and Reigh.

**Report of the Staff** Director Meachum, Adult Services Manager Healy Youth Services Manager Mountford, and Youth Programmer Roge submitted written reports in the packet. Programmer Roge will no longer be submitting individual reports, but will instead be submitting along with YS Department Report by Mountford.

**Report of Committees** None

**Correspondence** None

**Announcements** None

**Adjournment** President Smith adjourned the meeting at 7:59 PM.