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BOARD OF TRUSTEES
201 S Kankakee St, Wilmington IL 60481

Minutes

Policy Committee Meeting
September 17, 2019
6:00 PM

Roll Call Attendance

President Smith call roll and a quorum was established. Trustees present: Clennon, Fitzsimmons, Quigley, Reigh, Rezabek, and Smith. Also present: Director Meachum. Absent: Zolecki-Browning. Also absent: Recording Secretary Scheidenberger.

Call To Order

President Smith called the Policy Meeting to order at 6:00.

Policy Review

Conduct, Confidentiality, Corporate Credit Card, Disposal of Surplus Materials, Equipment, Exhibits, Finance, Freedom of Information Act, Gifts to the Library, Identity Protection, InterLibrary Loan, Laminating, Materials Selection, Non Resident Fee, Operating, Personnel 9.4.1, Poster Printer.

Adjournment

President Smith adjourned the meeting at 7:07.

Hearing for Budget and Appropriations Meeting
September 17, 2018
6:45 PM

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

Call to Order - President Smith called the meeting to order at 6:45 PM.

Introduction of Visitors and Public Comment –No Visitors Present

Adjournment - President Smith adjourned the meeting at 7:00 PM

**Regular Monthly Meeting
September 17, 2018
7:00 PM**

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

Call to Order - President Smith called the meeting to order at 7:07 PM.

Pledge of Allegiance - The Pledge of Allegiance was said.

Introduction of Visitors and Public Comment – Joe Martin from Brian Zabel and Associates, PC and April Hall from Data Points Consulting.

Correction to the Agenda – Director Meachum noted to leave open the time of the Audit report presentation.

Audit Report – Joe Martin – arrived at 7:38 PM - presented The Wilmington Public Library District Annual Fiscal Report ending June 30, 2019.

Continued Business

- A. Ordinance 20-3 Budget and Appropriations– Trustee Clennon moved, second by Trustee Quigley, to adopt Ordinance 20-3 Budget and Appropriations as presented. Motion carried by roll call vote with 6 ayes. Ayes: Clennon, Fitzsimmons, Quigley, Reigh, Rezabek, and Smith. 1 Absent: Zolecki-Browning.
- B. Policy Committee Report: Conduct, Confidentiality, Corporate Credit Card, Disposal of Surplus Materials, Gifts to the Library, InterLibrary Loan, Laminating, Materials Selection, Non Resident Fee, Operating, and Poster Printer were reviewed and approved as presented. Equipment was approved as amended. Exhibits, Finance, Freedom of Information Act, Identity Protection, and Personnel 9.4.1, were tabled. Motion to approve the changes to the preceding policies was made by President Smith and second by Secretary Quigley. Motion carried by roll call vote with 6 ayes. Ayes: Clennon, Fitzsimmons, Quigley, Reigh, Rezabek, and Smith. Absent: Zolecki-Browning.
- C. Tuition Reimbursement Request – Tuition Reimbursement Request for Lisa Butler was tabled again.

New Business

- A. April Hall passed out a Summer Reading Data Report to all board members and Director Meachum. This report is a baseline for data for future Summer Reading Programs. The board appreciated the information and graphics. A copy is included in the board book.

Approval of Minutes of Previous Meeting and action thereon - The Aug minutes were approved as amended and will be filed for audit.

Finance Report - Discussed and approved monthly check totals for August.

Payment of Bills – Trustee Clennon moved, second by Trustee Fitzsimmons, to pay the August operating expenses in the amount of \$25,841.74 and payroll expenses in the amount of \$30,314.88. Motion carried by roll call vote with 6 ayes. Ayes: Clennon, Fitzsimmons, Quigley, Reigh, Rezabek and Smith. Absent: Zolecki-Browning.

Report of the Staff - Director Meachum, Adult Services Manager Healy, and Youth Services Manager Mountford submitted written reports in the packet.

Correspondence – Thank you letters from Rotary Club President Steve Francis for the Library's support for the 2019 Rotary Car Show and a patron for her appreciation of our Summer Reading Program.

Announcements - None

Adjournment - President Smith adjourned the meeting at 7:53 PM.