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BOARD OF TRUSTEES  
201 S Kankakee St, Wilmington IL 60481

## Minutes

Regular Monthly Meeting  
October 21, 2019  
7:00 PM

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

**Call to Order** - President Smith called the meeting to order at 7:01 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 September minutes were approved as presented and will be filed for audit.

### **Continued Business**

- A. Future Planning Needs- Director Meachum discussed updating the outdoor lighting.
- B. Policy review – Exhibits, Finance, Freedom of Information Act, Identity Protection, and Personnel 9.4.1 were reviewed. Exhibits and Identity Protection were approved as presented. Freedom of Information Act and Finance were approved as amended. Secretary Pro-Tem Zolecki-Browning moved, second by Trustee Rezabek. Motion was carried by roll call vote with 4 ayes. Ayes: Smith, Reigh, Rezabek, and Zolecki-Browning. Absent: Clennon, Fitzsimmons, and Quigley. Personnel 9.4.1 was approved as presented. Motion was carried by roll call vote with 3 ayes and 1 nay. Ayes: Smith, Rezabek, and Zolecki-Browning. Nays: Reigh. Absent: Clennon, Fitzsimmons, and Quigley.
- C. Tuition Reimbursement Request – The tuition reimbursement request was presented for Lisa Butler. Trustee Rezabek moved, second by Secretary Pro-Tem Zolecki-Browning to deny the request. Motion carried by roll call

vote with 4 ayes. Ayes: Reigh, Rezabek, Smith, and Zolecki-Browning.  
Absent: Clennon, Fitzsimmons, and Quigley.

- D. Audit – FY19 Annual Financial Report – Presented at prior meeting.  
Trustee Quigley moved, second by Trustee Rezabek, to approve the FY19 Annual Financial Report as presented. Motion carried by roll call vote with 4 ayes. Ayes: Reigh, Rezabek, Smith, and Zolecki-Browning. Absent: Clennon, Fitzsimmons, and Quigley.

Pam Clennon arrived at 7:31.

### **New Business- Discussion and Action**

- A. Ordinance 20-4 Levy- Draft presented. Director Meachum presented the draft Levy. No action needed at this time.
- B. Resolution 20-1 Estimate of Funds Needed –Discussion was held and Treasurer Clennon moved, second by Trustee Zolecki-Browning, to approve Resolution 20-1 Estimate of Funds Needed as presented. Motion carried by roll call vote with 5 ayes. Ayes Clennon, Smith, Reigh, Rezabek and Zolecki-Browning. 2 Absent: Fitzsimmons, and Quigley.
- C. Resolution 20-2 Estimate of Revenue by Source – Discussion was held and Treasurer Clennon moved, second by Secretary Pro-Tem Zolecki-Browning, to approve Resolution 20-2 Estimate of Revenue by Source as presented. Motion carried by roll call vote with 5 ayes. Ayes: Clennon, Smith, Reigh, Rezabek, and Zolecki-Browning. Absent: Fitzsimmons and Quigley.
- D. Staff Recognition –Discussion was held and it was decided that gift cards be purchased thru the schools using Manna and SCRIPS programs which benefit the schools. Motion to purchase holiday gift cards for the staff was approved. \$25 for part-time employees and \$50 for full time employees. Treasurer Clennon moved, second by Trustee Reigh. Motion carried by roll call vote with 5 ayes. Ayes: Clennon, Smith, Reigh, Rezabek, and Zolecki-Browning. 1 Absent: Fitzsimmons and Quigley
- E. LIMRiCC – Director Meachum discussed the increase in the Library’s cost for Health Insurance and the employee’s deductible increase.

**Finance Report** – Treasurer Clennon reviewed Budget numbers. Discussed and reviewed financial reports for September.

**Payment of Bills** - Treasurer Clennon moved, second by Trustee Rezabek, to pay the September operating expenses in the amount of \$29,168.30 and payroll expenses in the amount of \$28,781.16. Motion carried by roll call vote with 5 ayes. Ayes: Clennon, Smith, Reigh, Rezabek, and Zolecki-Browning. Absent: Fitzsimmons and Quigley.

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

**Report of Committees** - None

**Correspondence** – None

**Announcements** – None

**Adjournment** - President Smith adjourned the meeting at 8:01 PM.