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BOARD OF TRUSTEES
201 S Kankakee St, Wilmington IL 60481

No April 2022 meeting. No quorum.

Minutes

**Policy Committee Meeting
March 21, 2022
6:30PM**

Roll Call Attendance

President Smith called roll. No quorum was required for policy committee. Trustees present Fitzsimmons, Quigley, Reigh, Smith, and Zolecki-Browning. Also present: Director Meachum and Recording Secretary Scheidenberger. Absent: Clennon and Rezabek.

Call to Order

President Smith called the Policy Meeting to order at 6:36 PM.

Policy Review

Communications for Staff, Operations Policy, Paid Time Off and Comp Time, Personnel Policy, Public Comment Policy, Reference Policy.

Adjournment

President Smith adjourned the meeting at 7:05 PM.

**Regular Monthly Meeting
March 21, 2022
7:00 PM**

Roll Call Attendance

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

Call to Order

President Smith called the meeting to order at 7:06 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 February minutes were approved as amended.

Continued Business

- A. Economic Interest Statements – Director Meachum discussed the changes when filing Economic Interest Statements.

New Business

- A. Policy Committee Review and Amendments – A motion was made by Quigley, and second by Clennon, to approve as presented the Communications for Staff, Public Comment Policy and Reference Policy, and to approve as amended, Operations Policy, Paid Time Off and Comp Time Policy, and Personnel Policy. Motion carried by roll call vote with 7 ayes. Ayes: Clennon, Fitzsimmons, Quigley, Reigh, Rezabek, Smith, and Zolecki-Browning.
- B. Covid Pay – Director Meachum informed the board Covid Pay has ended.
- C. ALA in DC request – Tech Services manager, Tricia Dean, submitted a request to attend ALA in DC, June 23-28, 2022. The board approved to cover expenses not to exceed \$2,000. Tricia Dean will submit receipts and give a presentation upon return. A motion was made by Reigh, and second by Quigley, to approve Tech Services manager, Tricia Dean's request to attend ALA in Washington, DC, June 23-28, 2022, not to exceed \$2000. Motion carried by roll call vote with 7 ayes. Ayes: Clennon, Fitzsimmons, Quigley, Reigh, Rezabek, Smith, and Zolecki-Browning.

Finance Report

Discussed and approved monthly check totals for February.

Payment of Bills

Trustee Zolecki-Browning moved and was second by Reigh, to pay the February operating expenses in the amount of \$26,436.60 and the payroll expenses in the amount of \$33,552.36. Motion carried by roll call vote with 7 ayes. Ayes: Clennon, Fitzsimmons, Quigley, Reigh, Rezabek, Smith, and Zolecki- Browning.

Report of the Staff

Director Meachum, Adult Services Manager Sandstrom, and Youth Services Manager Prendergast, submitted written reports in the packet.

Correspondence

The Library received a letter from Steven's Intermediate School teacher Mrs. Angie Rink, thanking the Library for sending Youth Services Manager Rachel Prendergast to the school for classroom visits. The school is very appreciative of everything Rachel does for them.

Announcements

Reminder of upcoming Trustee Workshop on Saturday, April 2nd.

Adjournment

President Smith adjourned the meeting at 7:43PM.