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BOARD OF TRUSTEES  
201 S Kankakee St, Wilmington IL 60481**

**Minutes**

**Policy Committee Meeting  
June 19, 2023  
6:30PM**

**Roll Call Attendance**

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

**Call to Order**

President Smith called the Policy Meeting to order at 6:30 PM.

**Policy Review**

ALA Freedom to Read, ALA Freedom to View, ALA Bill of Rights, Bloodborne Pathogens, Community Room, Community Service, Conduct, Personnel, and Unattended Child.

**Adjournment**

President Smith adjourned the meeting at 7:00 PM.

**Regular Monthly Meeting  
June 19, 2023  
7:00 PM**

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

**Call to Order** President Smith called the meeting to order at 7:01 PM.

**Introduction of Visitors and Public Comment** None

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

**Correction to the Agenda** None

**Approval of Minutes of Previous Meeting and action thereon** The minutes were approved as presented and will be filed for audit.

### **Continued Business – Discussion and Action**

- A. **Future Planning Needs** – Director Meachum discussed the potential property purchase for the expansion of the library to create a children’s department and study rooms. Director Meachum said in order to be fair, we will have an MAI appraisal done. At this time there is no pressure to purchase property immediately.
- B. **FY24 Working Budget** – A motion was made by Zolecki-Browning second by Fitzsimmons to approve the FY24 Working Budget as amended. Motion carried by roll call vote with 4 ayes. Ayes: Fitzsimmons, Puracchio, Smith, and Zolecki-Browning. Absent: Clennon, Quigley, and Rezabek.
- C. **FY24 Payroll Budget** – A motion was made by Zolecki-Browning, second by Puracchio to approve the FY24 Payroll Budget as amended. Motion carried by roll call vote with 4 ayes. Ayes: Fitzsimmons, Puracchio, Smith, and Zolecki-Browning. Absent: Clennon, Quigley, and Rezabek.

### **New Business – Discussion and Action**

- A. **Ordinance 24-1 Meeting Schedule** – A motion was made by Zolecki-Browning, second by Puracchio to approve Ordinance 24-1 Meeting Schedule as amended. Motion carried by roll call vote with 4 ayes. Ayes: Fitzsimmons, Puracchio, Smith, and Zolecki-Browning. Absent: Clennon, Quigley, and Rezabek.
- B. **Policy Committee Report – Review an Amendment** – A motion was made by Zolecki-Browning, second by Smith to approve as presented ALA Freedom to Read, ALA Freedom to View, ALA Bill of Rights, Bloodborne Pathogens, Community Room, Community Service, and Unattended Child.; to approve as amended Personnel; Conduct has been tabled. Motion carried with roll call vote with 4 ayes. Ayes: Fitzsimmons, Puracchio, Smith, and Zolecki-Browning. Absent: Clennon, Quigley, and Rezabek.
- C. **July 3<sup>rd</sup> Closure** – Director Meachum requested the library be closed on July 3<sup>rd</sup> as well as July 4<sup>th</sup> since July 4<sup>th</sup> is on a Tuesday this year. A motion was made by Zolecki-Browning, second by Smith to approve the July 3<sup>rd</sup> closure. Motion carried by roll call vote with 4 ayes. Ayes: Fitzsimmons, Puracchio, Smith, and Zolecki-Browning. Absent: Clennon, Quigley, and Rezabek.

**Finance Report** Vice President Zolecki-Browning reviewed budget numbers. Discussed and reviewed financial reports for May.

**Payment of Bills** Zolecki-Browning moved, second by Smith, to pay the May operating expenses in the amount of \$41,234.31 and payroll expenses in the amount of \$37,587.67. Motion carried by roll call vote with 4 ayes. Ayes: Fitzsimmons, Puracchio, Smith and Zolecki-Browning. Abstain: Clennon, Quigley, and Rezabek.

**Report of the Staff** Director Meachum, Adult Services Manager Sandstrom, Youth Services Manager Prendergast, Circulation Manager Kallan, and Tech Services Manager Dean submitted written reports in the packet.

**Report of Committees** None

**Correspondence** Award letter from Alexi Giannoulis, Secretary of State and State Librarian, regarding the FY23 Per Capita Grant.

**Announcements** None

**Adjournment** President Smith adjourned the meeting at 7:50 PM.