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BOARD OF TRUSTEES
201 S Kankakee St, Wilmington IL 60481

Minutes

Building and Grounds Committee Meeting
October 16, 2023
6:45 PM

Call to Order

The Building and Grounds meeting was called to order by President Smith at 6:45 PM

Director Meachum discussed the recent updates completed to the building.

Adjournment

President Smith adjourned the meeting at 7:01 PM.

Regular Monthly Meeting
October 16, 2023
7:00 PM

Roll Call Attendance

Secretary Quigley called roll. Trustees present Fitzsimmons, Puracchio, Quigley, Rezabek, Smith, and Zolecki-Browning. Also Present, Director Meachum and recording secretary Scheidenberger. Absent: Clennon.

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 amended.

Continued Business

- A. Director Meachum discussed obtaining an appraiser and an architect.
- B. Director Meachum discussed the next steps in the Expansion Project.

New Business

- A. TITA Hearing – Set for November 20, 2023 at 6:45pm.
- B. Ordinance 44 Levy draft – Director Meachum presented the Levy draft. No action needed at this time.
- C. Resolution 24-1 Estimate of Funds Needed-Motion to approve as presented made by Quigley and second by Zolecki-Browning. Motion carried by roll call vote with 6 ayes. Ayes: Fitzsimmons, Puracchio, Quigley, Rezabek, Smith, and Zolecki-Browning. Absent: Clennon.
- D. Staff Recognition- Motion was made to approve the annual gift of \$50 gift cards for full time employees and \$25 gift cards for part time employees. Motion made by Quigley, second by Smith. Motion carried by roll call vote with 6 ayes. Ayes: Fitzsimmons, Puracchio, Quigley, Rezabek, Smith, and Zolecki-Browning. Absent: Clennon.
- E. Early close on November 23, 2022 – Motion to approve closing at 5pm on the Wednesday before Thanksgiving every year. Motion made by Quigley, second by Zolecki-Browning. Motion carried by roll call vote with 6 ayes: Ayes: Fitzsimmons, Puracchio, Quigley, Rezabek, Smith, and Zolecki-Browning. Absent: Clennon.
- F. Per Capita Requirements – Director Meachum discussed the Per Capita Requirements. Further discussion at the November board meeting.

Finance Report

Discussed and approved monthly check totals for September. No questions regarding any bills.

Payment of Bills

Trustee Quigley moved and was second by Puracchio, to pay the September Operating expenses in the amount of \$33,117.47 and the payroll expenses in the amount of \$59,144.50. Motion carried by roll call vote with 6 ayes. Ayes: Fitzsimmons, Puracchio, Quigley, Rezabek, Smith, and Zolecki-Browning Absent: Clennon.

Report of the Staff

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

Correspondence

Thank you letters from Alzheimer's Foundation of America and WEPTO officers.

Announcements

None

Adjournment

President Smith adjourned the meeting at 7:47 PM.