

Yorkville Public Library
Board of Trustees
Monday, August 12, 2024 7:00pm
902 Game Farm Road – Michelle Pfister Meeting Room

The Board of Trustees meeting was called to order at 7:02pm by President Theron Garcia, roll was called and a quorum was established.

Roll Call:

Jason Hedman-yes, Keri Pesola-yes, Ryan Forristall-yes, Theron Garcia-yes, Rosie Millen-yes

Absent: Jackie Milschewski, Tara Schumacher, Wendy Gatz

Others Present:

Library Director Shelley Augustine, Friends of the Library President Kathi Murphy

Recognition of Visitors: Ms. Garcia recognized staff and guests.

Amendments to the Agenda: None

Presentations: None

Minutes: July 8, 2024 Library Board of Trustees and July 8, 2024 Personnel Committee

A motion was made by Ms. Garcia and seconded by Ms. Pesola to approve the minutes as presented. Roll call: Hedman-yes, Pesola-yes, Forristall-yes, Garcia-yes, Millen-yes. Carried 5-0.

Correspondence: None

Public Comment: None

Friends of the Library Report:

Ms. Murphy said the 15th annual book sale will be held August 31 and September 1. It is one of two of the big fundraisers during the year.

Staff Comment: None

Report of the Treasurer:

Financial Statement & Payment of Bills

Ms. Augustine presented the Treasurer's report and she detailed charges incurred this month. There is a credit card charge for the annual Library surety bond, Tribune newspaper subscription renewal, two charges for DLL Financial Services since a late fee was always being incurred, charge for library attorney to review HVAC contract and a Trico bill for preventative maintenance plus refrigerant and boiler repair.

Payment of Bills

Ms. Garcia moved to pay the bill as follows and Mr. Hedman seconded.

\$31,411.76	Accounts Payable
\$39,607.52	Payroll
\$71,019.28	Total

Roll call: Pesola-yes, Forristall-yes, Garcia-yes, Millen-yes, Hedman-yes. Carried 5-0.

Report of the Library Director:

Director Augustine reported the following:

1. Upcoming programs for the fall.
2. She contacted schools regarding student parking with the start of school.
3. House pump #2 failed, Artlips ordered new pump which was faulty, re-ordered.
4. Re-located printer/fax/scanner near the adult printer.
5. Reduced public computers by 3, based on usage.
6. New firewall delivered and e-rate deduction already included.
7. Strategic Plan will be placed on website. Managers will be meeting to determine actionable items for the Plan.
8. Three new part-time employees have been hired to replace 3 who will be leaving.
9. Director will be attending ILA conference in October.
10. Technical Services Person Madison Ward has completed the cataloging certification after a 6-month program.
11. Met with Kendall County Administrator and county employee regarding the broadband progress in the county. Possibilities exist for partnerships.

City Council Liaison: None

Standing Committees:

Finance

A Personnel Committee meeting was held prior to this meeting to finalize the Director's Annual Performance Evaluation and it will be discussed in Executive Session later.

Unfinished Business: None

New Business:

Disaster Plan Update

Ms. Augustine said this is an update to which she added definitions and weather-related emergencies, updated vendor call list and updated city phone list. There is a copy at all department desks and on the shared drive.

Executive Session:

At 7:21pm President Garcia moved to enter into Executive Session and she read the reason as follows: **For the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.** Ms. Pesola seconded the motion and the Board entered into the Session at 7:22pm.

At 7:45pm, the Board returned to their regular meeting. Ms. Garcia stated that the Board approved the Annual Evaluation and they recommended a 2% increase in salary for the Director. Mr. Hedman seconded the recommendation. Roll call: Forristall-yes, Garcia-yes, Hedman-yes, Pesola-yes, Millen-yes. Carried 5-0.

Adjournment:

There was no further business and Ms. Garcia moved to adjourn at 7:46pm.

Minutes respectfully submitted by
Marlys Young, Minute Taker