

Maroa Public Library District Regular Meeting Minutes

05/20/2019 | Maroa Public Library Conference Room - 6:30pm

1. Call to Order – Meeting called to order by President, Angela Foulke, at 6:30pm.
2. Roll Call – Trustees present: Carmen Hatton, Audra Newton, Mason Ricketts, and Angela Foulke. Trustees absent: Tony Norton, Amber Scott, and Lindsey Hanes. Staff present: Sara Gentle.
3. Board President Remarks – Angela greeted everyone and noted that she will be absent, next month.
4. Recognition of Visitors, Delegations, etc. – No visitors.
5. Public comment period – No comments.

Consent Agenda

6. April 15, 2019 Meeting Minutes
7. Director's Report & Calendar – Sara Gentle reported on the following items.
 - a. Safety & Building: All three major projects, fire alarm system, flooring, and storage rooms have been completed.
 - b. Circulation, Material, and Records: Patron records have been cleaned up both electronically and physically in compliance with Records Retention. Adult fiction series books are now receiving labels. Inventorying and weeding for adult fiction complete. The Library will be relocating children's non-fiction books and relabeling them by categories, ditching Dewey.
 - c. Events: MPLD's food pantry and garden was featured, last week, at the annual IHLS Reaching Forward conference after several directors and IHLS visited the Library for the IHLS small public library's spring director meeting. The Maroa Christian Church also gave the library \$300 to restock the food pantry which has been done. Sara also thanked Mason Ricketts for helping with the egg hunt.
8. Accountant & Treasurer's Reports – Budget remains on track with one month to go.
9. List of Paid Bills for April

Committee Reports – Committees continue to operate smoothly.

10. Personnel – No report.
11. Material Selection & Circulation – No report.
12. Building & Grounds – No report.
13. Finance Policy – No report.
14. Financial Development – No report.

New Business

15. Windmill Black Border Notice – There are 77 windmills within the Library's district borders. In order to levy additional funds, potentially \$800 per windmill, a black boarder notice will be required. Phil Lenzini, the Library's lawyer, has been notified.
16. Safety of Children in the Library Policy Review – Policy reviewed.

Old Business

17. Purchasing Policy Revision – Revised copy presented.
18. 2019-2020 Fiscal Year Budget – Sara Gentle reported that the actual 2018 tax levy amounts are down from DeWitt due to the Macon EAV increase. The state provided numbers to Macon County, last week. Waiting for the Macon County treasurer's office to provide information on

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what the Library will receive. The budget was drafted based on best guess and may need to be revised following receipt.

19. June 28th Freedom Festival Bingo, 1pm-2:45pm – Andrea Wilber has collected several prizes.

Approvals

20. Approval, Consent Agenda – Motion to approve by Audra Newton. Seconded by Carmen Hatton.
21. Approval, Purchasing Policy Revision – Motion to approve by Carmen Hatton. Seconded by Audra Newton.
22. Approval, FY'-19-20 Budget – Motion to approve by Audra Newton. Seconded by Mason Ricketts.
23. June 17, 2019 6:30pm Meeting Agenda Suggestions – No suggestions given.
24. Adjournment – Meeting was adjourned at 7:03pm.