

# Maroa Public Library District Regular Meeting Minutes

04/15/2024 | Maroa Public Library Conference Room - 6:30pm

1. Call to Order: Meeting called to order by Tony Norton at 6:29pm.
2. Roll Call: Trustees present included Tony Norton, Mason Ricketts, Audra Newton, and Cindy Manint. Trustees absent included Lindsey Hanes, Jason Manint, and Kim Wright. Staff present included Sara Gentle.
3. Board President Remarks: Tony welcomed those present and suggested that the regular meeting time be moved up to 6:00pm.
4. Recognition of Visitors, Delegations, etc.: None.
5. Public Comment Period: None.

## Consent Agenda

6. March 18, 2024 Meeting Minutes: Reviewed.
7. Director's Report & May 2024 Calendar: Reviewed. Highlights included
  - a. Thank you's to all those who helped with the egg hunt.
  - b. A new Smokey the Bear Reading Program will be introduced for children later this month with earth day.
  - c. Programming numbers have already exceeded last year's total.
  - d. Currently working on reorganizing/updating the office records in compliance with the state records retention act.
  - e. Sessions Electric replaced two of the conference room light fixtures.
8. Accountant & Treasurer's Reports for March 2024: Reviewed. The Library remains within budget for the current fiscal year.
9. List of Paid Bills for March 2024: Reviewed.

## Committee Reports:

10. Personnel: None.
11. Material Selection & Circulation: None.
12. Building & Grounds: None.
13. Finance Policy: None.
14. Financial Development: None.

## New Business

15. FY 2024-2025 Calendar: The library will close for 13 days, including the 4<sup>th</sup> of July, three days at Thanksgiving, and 9 days at Christmas, following the school district's calendar. Regular board meetings will take place at 6:00pm on the third Monday of

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each month.

16. Purchasing Policy Review: Reviewed.
17. Roberta Foulke Reserve CD: The \$100,000 certificate of deposit issued on April 22, 2020 will mature on April 22, 2024. The current rate only yields \$200 per year. Sara suggested transferring the CD to a shorter 6-month 5.06% CD through Decatur Earthmover Credit Union that will earn \$2500. She will look for higher yield options in the coming months.
18. FY 2024-2025 Working Budget with Payroll: Budget highlights included
  - a. A corporate budget of \$243,000 with \$122,000 for payroll.
    - i. Includes pay increases for all employees and complies with new Illinois minimum wage laws.
  - b. Insurance and liability budget of \$46,900.
  - c. IMRF budget of \$7000.
  - d. Social security budget of \$12,000.
  - e. Building & equipment budget of \$19,500.

### Approvals

19. Approval, Consent Agenda: Cindy Manint motioned to approve the consent agenda. Mason Ricketts seconded the motion.
20. Approval, FY 2024-2025 Calendar: Audra Newton motioned to approve the calendar with 6pm regular meeting start times. Cindy Manint seconded the motion.
21. Approval, Roberta Foulke Reserve CD: Cindy Manint motioned to move the Roberta Foulke Reserve CD from Scott State Bank to Decatur Earthmover, taking advantage of their 6-month CD rate special of 5.06% APY.
22. Approval, FY 2024-2025 Working Budget with Payroll: Mason Ricketts motioned to approve the working budget and presented payroll. Cindy Manint seconded the motion.
23. Approval, Closed Session (requires roll call vote with applicable statutory citations)
24. May 20, 2024, 6:00pm Meeting Agenda Suggestions: None.
25. Adjournment: Meeting adjourned at 7:06pm.

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