

Maroa Public Library District Regular Meeting Minutes

07/15/2019 | Maroa Public Library Conference Room - 6:30pm

1. Call to Order – Meeting called to order by Angela Foulke at 6:31 pm.
2. Roll Call – Board members present: Angela Foulke, Audra Newton, Carmen Hatton, Lindsey Hanes, Amber Scott, and Mason Ricketts. Trustee absent: Tony Norton. Staff present: Sara Gentle.
3. Board President Remarks – Angela Foulke gave a brief welcome.
4. Recognition of Visitors, Delegations, etc. – No visitors present.
5. Public comment period – No comments.

Consent Agenda

6. June 17, 2019 Meeting Minutes
7. Director's Report & Calendar – Sara Gentle reported that there were 51 adults, 22 teens, and 56 children who participated in the summer reading program with 55 attending the summer reading party.
8. Accountant & Treasurer's Reports – Sara reported that MYHB CPA's final reports for the fiscal year are currently in process, however not completed and will be available at the August 2019 meeting.
9. List of Paid Bills for May and June

Committee Reports

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. Building Maintenance Tax Ordinance – The Ordinance No. 19-01 states that the Library will levy a tax of 0.02% for building and maintenance purposes and will be published within 15 days of adoption in the Decatur Herald and Review.
16. Personnel Policy Review – Proposed changes include 1) changing "Assistant Director" to "Librarian Assistant," 2) adding "material selection and purchasing" to Librarian Assistant duties and responsibilities, and 3) making language consistent providing all permanent staff 8 paid holidays and pay for inclement weather days.

Old Business

17. Patron Conduct Ordinance – Presented and revised as discussed at June meeting.
18. Special Reserve: transfer of \$20,000 from Corporate Fund to Special Reserve – The Library had an ordinance passed in 1996 that allows for up to \$35,000 to be set aside for special projects. Funds will be used later for Library remodeling projects.

Approvals

19. Approval, June 17, 2019 Consent Agenda – Motion to approve both June and July consent agendas made by Amber Scott. Seconded by Audra Newton.

Maroa Public Library District

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20. Approval, July 15, 2019 Consent Agenda– Motion to approve both June and July consent agendas made by Amber Scott. Seconded by Audra Newton.
21. Approval, Special Reserve deposit – Motion to approve by Carmen Hatton. Seconded by Lindsey Hanes.
22. Approval, Patron Conduct Ordinance Revision – Motion to approve by Audra Newton. Seconded by Amber Scott.
23. Approval, Personnel Policy Revision – Will be revisited in August.
24. Approval, Building Maintenance Tax Ordinance – Motion to approve by Carmen Hatton. Seconded by Audra Newton.

25. August 19th, 2019 6:30pm Meeting Agenda Suggestions
 - a. Budget Hearing, to be published July 15th in paper
 - b. Budget and Appropriation Ordinance – Draft included in the consent agenda for review before the next meeting.

26. Adjournment – Meeting adjourned at 7:02pm by Angela Foulke.