

Maroa Public Library District Regular Meeting Minutes

9/19/2022 | Maroa Public Library Conference Room - 6:30pm

1. Call to Order: Meeting called to order at 6:30pm by Angela Foulke.
2. Roll Call: Trustees present included Angela Foulke, Mason Rickets, and Lindsey Hanes. Staff present included Sara Gentle. Cindra Manint attended as a special visitor.
3. Board President Remarks: Angela welcomed everyone and suggested to keep the meeting brief since there would be no voting.
4. Recognition of Visitors, Delegations, etc: See above attendees.
5. Public Comment Period: No public comments.

Consent Agenda

6. August 15, 2022 Meeting Minutes
7. Director's Report & Calendar: Sara Gentle reported on the following:
 - a. All projects planned during the previous fiscal year are done or nearing completion. The new children's area magnetic whiteboard was hung, outdoor patio concrete poured, shed assembled, crab apple tree trimmed, fire pits installed, and picnic tables and umbrellas ordered. The next two projects will be to seed the area around the patio and trim other low hanging branches.
 - b. Memorial plants and markers were added to the north west corner of the building.
 - c. MYHB has moved up the time monthly reports are due and have changed the process for who can approve reports. They are requesting a pay increase of \$50 per month. This will be the first increase after several years of service.
 - d. The Library has used Synchrony Bank for Amazon billing. Synchrony will be discontinuing service. Sara will start the process of applying for an Amazon business credit card. She will plan to switch over if the board chooses to approve, next month.
 - e. The Library Technology Plan was good through 2021. New goals will be increasing internet speed from 24Mbps to 1Gbps. The amount of computers available to the public remains sufficient.
 - f. Family medical issues will impact the level of staffing at the Library for the next month. Sara will keep the board updated as time progresses.
8. Accountant & Treasurer's Reports for June/July/August 2022
 - a. The Library spent all except for \$19,000 of last year's corporate tax funding. Sara suggested that the board transfer \$25,000 out of the special reserve for this year's special projects and transfer \$30,000 into the special reserve for the following tax year, as specified in the Tax Lev Ordinance.
9. List of Paid Bills for August 2022

Committee Reports: No reports.

10. Personnel
11. Material Selection & Circulation
12. Building & Grounds
13. Finance Policy
14. Financial Development

New Business: See the Librarian and Treasurer's reports above.

15. Tax Levy Ordinance
16. MYHB Annual Contract
17. Amazon Credit Card
18. Technology Plan Review

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19. Internet Safety Plan Review

Old Business

Approvals: No approvals were made since there was not a quorum present for the meeting.

20. Approval, Consent Agenda
 21. Approval, Tax Levy Ordinance
 22. Approval, MYHB Annual Contract
 23. Approval, Special Reserve
 24. Approval, Amazon Credit Card
 25. Approval, Technology Plan
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26. October 17, 2022, 6:30pm Meeting Agenda Suggestions
 - a. Performance Reviews
 - b. Per Capita Grant Requirements
 - c. 3D Printer Usage Policy
 - d. Long Range Plan
 - e. Revised FY 22-23 Working Budget
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27. Adjournment: Meeting was adjourned at 6:55pm.

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