

Maroa Public Library District Regular Meeting Minutes

03/20/2023 | Maroa Public Library Conference Room - 6:30pm

1. Call to Order: Meeting called to order by Lindsey Hanes, trustee, at 6:35pm.
2. Roll Call: Trustees Lindsey Hanes and Cindy Manint were present. Sara Gentle, Director, also present. Trustees absent were Angela Foulke, Amber Scott, Tony Norton, Audra Newton, and Mason Ricketts.
3. Board President Remarks: None.
4. Recognition of Visitors, Delegations, etc.: No visitors.
5. Public Comment Period: No comments.

Consent Agenda for February 20, 2023

6. January 16, 2023 Meeting Minutes
7. January 2023 Director's Report & March 2023 Calendar
8. Accountant & Treasurer's Reports for January 2023
9. List of Paid Bills for January 2023

Consent Agenda for March 20, 2023

10. February 20, 2023 Meeting Minutes
11. February 2023 Director's Report & April 2023 Calendar:
 - a. Programming: Sara Gentle reported that February numbers for programming were up. The Family Reading Night, held on February 21st went especially well with 53 in attendance.
 - b. Circulation: Currently the number of materials checked out inside the library (233) closely match the number checked out using e-Resources (258). Over double the number of physical materials have been recently called in (612) from other libraries.
 - c. 25-year Building Anniversary: June 7, 2023, the Library will include some special program celebrating this mark with the opening of a time capsule. In addition, Sara would like to present plans for additional backyard/side yard plans. She will begin collecting estimates/drafting proposed plans in the coming weeks.
12. Accountant & Treasurer's Reports for February 2023: Library continues to run under budget for the fiscal year.
13. List of Paid Bills for February 2023: Expenses included a director laptop (\$1,214.74 total), partially funded (\$400) by an ECF round 3 grant, last Frontier bill (\$430.28) for telecommunications (with a \$91.92 refund expected), and \$245 Rise Broadband installation (future monthly phone and internet bills are expected to be \$90).

Committee Reports: No committee reports.

14. Personnel
15. Material Selection & Circulation
16. Building & Grounds
17. Finance Policy
18. Financial Development

New Business

19. Decennial Committee on Local Government Efficiency Act Meeting: The April 17th meeting will serve as the first of three meetings required by this new government mandate. The three meetings must occur in the next eighteen months and will be necessary every ten years. The committee must include two citizens and one additional staff member, in addition to the current board and director.
20. Policy Reviews

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- a. Safety of Children in the Library: Policy reviewed.
- b. Circulation Information: Reviewed.

Old Business

- 21. IMRF Update: IMRF expects to include voting the Library into membership during the March IMRF board meeting. If this happens, the Library can expect to join as early as April 1.

Approvals: No approvals without a quorum.

- 22. Approval, February 20, 2023 Consent Agenda
- 23. Approval, March 20, 2023 Consent Agenda

- 24. April 17, 2023, 6:30pm Meeting Agenda Suggestions
 - a. Personnel Policy (SEP revision / PTO Regulation)
 - b. 2023/2024 Important Dates
 - c. Project Planning

- 25. Adjournment: Meeting adjourned at 7:07pm.

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