

Maroa Public Library District Regular Meeting Minutes

01/16/2023 | Maroa Public Library Conference Room - 6:30pm

1. Call to Order- Meeting called to President Angela Foulke at 6:32PM.
2. Roll Call- Trustees present: Angela Foulke, Tony Norton, Audra Newton, and Lindsey Hanes. Trustees absent: Mason Ricketts, Cindy Manint, Amber Scott. Staff present: Sara Gentle.
3. Board President Remarks – Angela welcomed those present.
4. Recognition of Visitors, Delegations, etc. – No visitors.
5. Public Comment Period – No comments.

Consent Agenda for January 16, 2023

6. December 19, 2022 Meeting Minutes
7. December 2022 Director's Report & February 2023 Calendar – Highlights covered by Sara included:
 - a. WAND TV highlighted first Saturday of the month story time in January.
 - b. Adult programs are filling up quickly.
 - c. Crazy 8s for grades 3 through 5 is going well.
 - d. Seniors traveling south and persons homebound predicted to affect winter checkout numbers.
 - e. Watching the programming of the thermostats seems to be helping keep costs for electric and gas somewhat low.
 - f. The cost for phone/fax continues to go up.
8. Accountant & Treasurer's Reports for December 2022 – All four accounts continue to track within budget.
9. List of Paid Bills for December 2022 – Included.

Committee Reports – No reports given.

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

New Business

15. Review of Policies Schedule – Sara provided a new outline, which would reduce the frequency of policy reviews for some policies to every other year. Per state standards, policies must be reviewed at least every three years. All policies are available on the library's website.
16. Internet/Telecommunications – The Frontier bill has went from \$367, monthly to \$425 in January 2023. This pays for the landline, fax line, and 25Mbps internet. Per e-rate, the library cannot sign a new contract until after January 17, 2023. Rise Broadband is offering fiber optic internet (100Mbps) for \$70 per month. The library can transfer its phone line to Rise for \$10/month more. Rise cannot offer a second line for a fax machine; however, the weekly usage (approximately 1 patron per week) is no longer financially justifiable, given Frontier's charges. Per "Serving our Public 4.0, Standards for Illinois Public Libraries," the library is only required to provide either fax or scanning services. The library will continue to offer patrons scanning services through the internet.
17. Newspapers.com – Trustees reviewed an estimate (\$780 to \$3000 per year) to add vintage newspapers online. Based on a lack of patron interest, the added expense is not justifiable at this time.
18. Patron Confidentiality Policy Review – Reviewed. No changes recommended.
19. Selection and Reconsideration Policy Review – Reviewed. No changes recommended.

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Old Business

20. IMRF Progress Update – The IMRF board will most likely review (and hopefully) approve the library's application to join in February 2023. This means the library could start making payments to IMRF as early as March 1, 2023.

Approvals

21. Approval, Consent Agenda – Motion to approve the consent agenda as provided made by Tony Norton. Motion seconded by Lindsey Hanes.
22. Approval, Policy Review Schedule – Motion to approve the policy schedule made by Audra Newton. Motion seconded by Tony Norton.
23. Approval, Newspapers.com FY' 23/24 – Motion declined.
24. Approval, Permission to change Telecommunications/Internet Vendors – Motion to permit Sara Gentle to select a new internet and phone provider without fax given by Audra Newton. Motion seconded by Tony Norton.

25. February 20, 2023, 6:30pm Meeting Agenda Suggestions
 - a. Personnel Policy (SEP revision)
 - b. Computer and Internet Use Policy Review

26. Adjournment - Meeting adjourned by Angela Foulke at 7:03pm.

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