

# Maroa Public Library District Regular Meeting Minutes

5/15/2023 | Maroa Public Library Conference Room - 6:30pm

1. Call to Order: Meeting called to order by Board President, Angela Foulke at 6:32pm.
2. Roll Call Trustees present included Angela Foulke, Amber Scott, Audra Newton, Cindy Manint, and Mason Rickets. Lindsey Hanes and Tony Norton were both absent.
3. Board President Remarks: Angela Foulke shared that next month will be her final meeting serving on the Board. We appreciate Angela's 10 years of service to the Library as a Trustee and President. Angela's first meeting as a trustee was May 20, 2013. She will be greatly missed!
4. Recognition of Visitors, Delegations, etc: Kim Wright was in attendance.
5. Public Comment Period: No comments

## Consent Agenda for May 15, 2023

6. April 17, 2023 Meeting Minutes
7. Director's Report & June 2023 Calendar
  - a. Staff weeded areas for the May city garage sale.
  - b. Summer reading will run 6/1-6/29. Resident flyers will be mailed 5/18. School children flyers already sent home. Three programs, three parties, lots of extra programming.
  - c. The men's toilet ran over a weekend (silently!) before catching the issue. Expecting a larger water bill next month.
  - d. Kristy Bankson's last day will be 5/27. Interviews for both a children's librarian assistant and programming director are in progress. Sara Gentle plans to make job offers by the end of this week (5/15).
8. Accountant & Treasurer's Reports for April 2023: Presented.
9. List of Paid Bills for April 2023
  - a. April was the first month for IMRF contributions.

## 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. SHARE annual membership: Next year's rate with additions is \$5782.52.
16. Working budget for FY 2023/2024: A working budget, matching levied taxes for the 2023/2024 fiscal year was presented. Total budgeted amount for the upcoming fiscal year is \$312,500.
17. Director & Staff Wage Rates: Sara Gentle provided proposed wage rates/hours for employee positions for the 2023/2024 fiscal year. The Board discussed increasing the director salary to be more competitive with other local libraries. Based on the discussion, hours/rates will be set as follows:

# Maroa Public Library District

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	1-Jun-23						
Position	Hourly Rate	Hours/ Week	Corporate Annual	% Corporate	Ins&Lia Annual	% Ins&Lia	Total Annual Wages
Director	n/a	n/a	\$38,688.00	75%	\$12,896.00	25%	\$51,584.00
Librarian Assistant 1	\$20.10	20	\$19,861.96	95%	\$1,045.37	5%	\$20,907.33
Librarian Assistant 2	\$17.00	20	\$16,796.00	95%	\$884.00	5%	\$17,680.00
Programming & Outreach	\$17.00	25	\$25,194.00	95%	\$1,326.00	5%	\$26,520.00
Student Aide	\$14.00	19	\$8,990.80	95%	\$473.20	5%	\$9,464.00
<b>Totals</b>			<b>\$109,530.76</b>		<b>\$16,624.57</b>		<b>\$126,155.33</b>
<b>1. Plan is \$5000 less than levied for employee wages for the 2022 tax year.</b>							
<b>2. Uses proposed salary increase for Director. (Ups Insurance &amp; Liability portion from 10% to 25%.)</b>							
<b>3. Provides 4% wage increase for existing Librarian Assistant for 2023/2024 FY.)</b>							
<b>4. Includes the new 2024 minimum wage for Student Aide with increased hours (now a high school graduate).</b>							

Old Business

18. Outdoor project update – The crab tree has been taken down with stump ground. Concrete expected to be poured week of 5/29. Landscaping will begin shortly after. Sara hopes to have construction bids in time for the June meeting.
19. June Freedom Festival – Date is 7/1/23

Approvals

20. Approval, Consent Agenda: Motion to approve made by Amber Scott with second by Audra Newton. All present, aye.
21. Approval, Working budget for FY 2023/2024: Motion to approve made by Audra Newton with second by Cindy Manint. All present, aye.
22. Approval, Director & Staff Wage Rates: Motion to approve made by Cindy Manint with second by Mason Rickets. All present, aye.
23. Approval, Project plan estimates
  - a. Construction Contractor: Tabled for June meeting.
24. Approval, SHARE annual membership: Motion to approve made by Amber Scott with second by Cindy Manint. All present, aye.
25. June , 19 2023, 6:30pm Meeting Agenda Suggestions
  - a. Board Vacancies / Elections for Officers (Account name changes / including IMRF account)
  - b. Review of closed minutes
  - c. Decennial Committee on Local Government Efficiency Act Meeting 2 Next Date
  - d. Disaster Plan Review & Personnel Policy PTO update
26. Adjournment: Meeting adjourned at 7:01pm.