

MAHOMET PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MONTHLY MEETING OCTOBER 11, 2021 6:15PM AT THE LIBRARY

Members Present: Susie Baker, Jeanne Campion, Carrie Heimann, Kevin Kelsey, Chris Moore, Rebekah Rhode, Kristen Streeter

Not Present: N/A **Also present:** John Howard, Kate Smith, Maura Stutzman

Chris Moore opened the meeting by reading the library's mission statement: Together we create a welcoming community that empowers everyone to learn, connect, create, and grow.

Approval of the Minutes for September 13, 2021

Kristen Streeter moved to approve the minutes from September 13, 2021. Susie Baker seconded; the motion passed by general consent. There was no discussion.

Treasurer's Report

Jeanne Campion moved to approve the final financial reports for June, July, and August 2021. Kevin Kelsey seconded. Roll call vote; all trustees voted in favor of the motion.

Jeanne Campion moved to approve the financial report for September 2021. Kevin Kelsey seconded. Roll call vote; all trustees voted in favor of the motion.

Jeanne Campion moved to approve the check register for September 2021. Kevin Kelsey seconded. Roll call vote; all trustees voted in favor of the motion.

There was no discussion.

Director's Report

John Howard submitted the director's report before the meeting.

Chris Moore pointed out to the board that, to save time, the board would receive the full per capita grant requirements at one time and that he would take comments at the next meeting.

Jeanne Campion said that she liked the fact that the library would be emphasizing the available of boosters at the next vaccine clinic.

John Howard pointed out the large increase in Wi-Fi sessions in the statistics report, commenting that it seems to coincide with the return of a number of people studying and working in the library.

Audience Comments – no comments

Committee Reports

Personnel Committee

Chris Moore told the board that the personnel committee met on October 6 and talked about two topics: (1) the plans for the director's annual evaluation, to be discussed later in closed session and (2) the opportunity to provide health insurance, to be discussed later in New Business.

New Business

A. Presentation and Acceptance of Audit

Kevin Kelsey moved to accept the 2020-21 audit report. Kristen Streeter seconded. Roll call vote; all trustees voted in favor of the motion.

Chris Moore asked Kate Smith to explain the internal control finding for the benefit of new board members. She explained that, because the library does not employ a CPA, they rely on the services of the auditors to create annual adjusting entries for items like prepaid interest and to essentially create the final financial statements. She further explained that this is very common for smaller entities and the auditors are not concerned about it at all, but the rules require that they flag it as a finding every year.

B. Ordinance 2021-4 Tax Levy Ordinance

This ordinance was presented by the finance committee and did not require a motion. Roll call vote; all trustees voted to approve the ordinance. There was no discussion.

C. Possibility of Cooperation with the Village of Mahomet to Offer Access to Group Medical Insurance

John Howard reminded the board that when he was hired, the board knew that not offering health insurance was a problem, but that they could not offer insurance without a group (more than one employee needing insurance). He told the board that the Village of

Mahomet and Cornbelt Fire Protection District were considering an intergovernmental agreement (IGA) so Cornbelt can access the Village's insurance plan and the library was invited to consider joining them. He explained that each entity would decide on its own what percent of the premiums they would pay for their employees.

John recommended that the library continue to have conversations about this with the Village and told the board that he and Kate Smith would gather information and present options to the board at the November meeting. The board agreed.

Chris Moore observed that, while it would be good to be able to offer insurance to current employees, this would also be good for attracting future employees.

D. Adoption of Building Program dated October 6, 2021

John Howard told the board that the most recent building program document includes all suggestions and tweaks from both the Building and Grounds Committee meeting and the last board meeting. He reminded the board that this is the "grant building plan" and if the board decides in the future to proceed without the grant, the building program will be slimmed down.

Carrie Heimann moved to approve the building program document. Kristen Streeter seconded; the motion passed.

E. Architect Interviews – Saturday November 6, 2021

Chris Moore told the board that the Building and Grounds Committee would be interviewing architects on November 6, but that any board members are welcome to attend. He explained that the trustees would meet at the library, with the architects attending via Zoom.

John Howard told the board that he had sent information to architects in the area who specialize in libraries and had heard back from five firms so far. He explained that he would select three for the Zoom interviews.

Strategic Plan

Quarterly Review of Progress

John Howard submitted his quarterly update before the meeting. There was no discussion.

Proposed Action Items for "Welcoming" Section of the Draft Plan

John Howard presented the board with a draft of the objectives and action items for this section of the new strategic plan and he explained that the library leadership team and full staff all contributed to the list.

The board discussed the items line by line and made a few changes.

Board Advocacy

John Howard told the board that he still hopes to have the murder mystery event in February, but that there are too many unknowns at this point. He added that the library has held this event enough that he is confident they could pull it off quickly if the board decides to do it. The board spent a few minutes discussing possible locations if the Farm Credit site is unavailable.

Chris Moore told the board that he had been interviewed by the Mahomet Daily for a piece on Kate Smith and her role at the library.

Trustee Comments

Chris Moore thanked the personnel committee for gathering the week before to put together the director evaluation.

Closed Session

Kristen Streeter moved to enter closed session in order to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body [ILCS 120/2(c)(1)]. Carrie Heimann seconded. The motion passed and the board entered closed session at 7:13pm.

Adjournment

Rebekah Rhode moved to adjourn the meeting. Susie Baker seconded; the motion passed. The meeting adjourned at 7:57pm.

Respectfully Submitted by Kate Smith, Business Manager