

Deer Creek District Library – Regular Board Meeting, Monday, August 7, 2023

Call to Order - Vice President, Bev Potts, called the meeting to order at 6:01 p.m.

Roll Call, record present and absent meet - In attendance were board members Bev Potts, Betty Rock, Linda Brown, Linda Staley, Shea Kamp, and Brenna McGahan. Board member, Annette Brehmer, was absent. Library Director, Meghan Meadows was also in attendance. Bev Potts was named Acting President.

President's Report - None

Secretary's Report – The minutes for the regular July 10, 2023 board meeting were reviewed and approved on a motion made by Shea Kamp, seconded by Betty Rock, all in favor.

Correspondence – The library received a card from Mary E. regarding her appreciation for the Summer Reading Program. Baker and Taylor's Sustainable Shelves program is ending. The Library's water bill was more than three times the normal amount and the cause is unknown at this time.

Financial Report – The CPA's financial reports for July 2023 were reviewed. The transfer of \$10,985.80 from the Checking account to the Special Reserves account was approved on a motion made by Linda Brown, seconded by Linda Staley, all in favor. The Financial Report was accepted on a motion made by Linda Brown, seconded by Shea Kamp, all in favor.

Library Director's Report – Meghan presented the monthly **Director's Report** showing statistical data. Digital use has increased in July. Summer Reading Program statistics were shared with the board. **Director's Action Items** – Submit fiscal year reports and Meghan will be taking a vacation.

Committee Reports – The minutes for the Decennial Committee July 17, 2023 meeting were reviewed and approved on a motion made by Betty Rock, seconded by Shea Kemp, all in favor.

Unfinished Business – Building & Maintenance- The library will pivot from hiring a cleaning company and direct funding to address the dying trees. Koch Konstruktion inspected the roof and patched the damaged area, but might need to replace the broken roof tile. The back tree needs to be trimmed so that it is no longer rubbing on the roof. Board members are looking into options for tree removal. **OMA & FOIA Training-** Training is almost completed by all board members. **2.0 Board Bylaws Update** – The updates to the 2.0 Board Bylaws and Governances were approved on a motion made by Bev Potts, seconded by Linda Staley, all in favor.

New Business – Truth in Taxation Hearing – There was no public available. **Tax Levy Ordinance** – A motion to adopt Ordinance No. 23-04 was made by Linda Brown, second by Shea Kemp, all in favor. **Report of Receipts & Disbursements FY22/23** – The report was reviewed and a motion to approve the report was made by Shea Kemp, seconded by Linda Staley, all in favor. **FY 2023 Annual Financial Report**– Motion to adopt the FY 2023 Annual Financial Report was made by Shea Kemp, and seconded by Linda Brown, all in favor. The roll call vote was unanimous to adopt. **Illinois Public Library Annual Report (IPLAR)** – The report was reviewed by the board and a motion to approve the report was made by Linda Staley, seconded by Betty Rock, all in favor.

Other - The Decennial Committee Meeting is Monday, September 18th, 2023 at 6:00 p.m.

A motion to adjourn the meeting was made by Bev Potts, seconded by Shea Kemp, all in favor. The next meeting is Monday, September 11, 2023, at 6:00 p.m.

Brenna McGahan, Secretary