

FLAGG-ROCHELLE PUBLIC LIBRARY DISTRICT
Board of Trustees - Regular Session
July 21, 2022

Trustees Present: Teresa Haggstad, Jacqueline Dickow (via Zoom), Kelly Johnson, Lanning Nicoloff, R. Michael Scanlan, Darci Waltrip.

Absent: Sue Sevedge.

Also Present: Sarah K. Flanagan, Library Director; Juan Martinez, Assistant Library Director.

Call to Order: Board President Teresa Haggstad called the Regular Meeting to order at 7:05pm.

Minutes: There was an issue with the June 2022 Personnel Committee minutes, which didn't fully document a roll call vote that had been conducted. A motion to amend these minutes was made by Mr. Nicoloff and seconded by Mrs. Dickow. Motion carried.

For the Regular Minutes, a motion to approve the June 2022 minutes was made by Mrs. Dickow and seconded by Ms. Waltrip. Motion carried.

Finances: The Vendors' List for July 2022 was presented, with Mrs. Flanagan noting that Berg-Johnson Electrical came in to replace our main power switch, which wouldn't shut off after we'd close up at night. Employee Ashley Capes was to be reimbursed for Summer Reading programming expenses that she had incurred. Ray Gruber came in to install a new type of LED bulb for one of our light fixtures.

A motion was made by Mr. Scanlan to approve the Vendors' list for July 2022 with Mr. Nicoloff seconding. Motion carried.

Unfinished Business: For our Tax Distribution Settlement, \$316,861.40 was set to be distributed through various accounts and funds. As a result, we had to open a new savings account in order to satisfy our auditor's concerns with FDIC limits. \$86,289.01 in back Replacement Tax money was finally received from Flagg Township; they've so far also been current with paying what we're owed in Replacement Tax for this past and current fiscal year.

A draft of the Working Budget for 2022-2023 was presented, with receipts, disbursements, and funds adjusted to reflect the back Replacement Tax that we had received all at once. The public budget meeting date was also discussed, with it needing to be advertised in the newspaper by August 11th in order to meet the thirty day notice ordinance. Set for September 15th at 7 PM, a motion by Mr. Nicoloff to approve this was made with Mr. Scanlan seconding. Motion carried.

Recognition of Visitors: None

New Business: Holiday hours after July 4th was presented. A good discussion about how best to address the new Juneteenth federal holiday came up, with the board favoring the library being open and using that as an opportunity to display and present materials that would teach and help people learn about the holiday.

With the money coming in from the Township office, and a need to move it into accounts not over the \$250,000 FDIC limit, a Bank Resolution for a savings account at Central Bank was needed and would have four signatures on file: Board President Teresa Haggstad, Board Member Sue Sevedge, Director Sarah Flanagan, and Assistant Director Juan Martinez.

Google Photos had approached Mrs. Flanagan about taking high quality panoramic photos of the library to post on our Google Business page, as they were doing this for other Rochelle businesses. For \$795.00, people could take a virtual tour of the library on our page and it'd add to our digital footprint. Staff photos would also be included. But after some discussion, the board would decline their offer citing cost vs. benefit, photo ownership/rights issues, and how local photographers would welcome the opportunity to do something similar for us.

Stateline Technologies informed us that as of July 31st, owner Mike Van Offeren was selling his business to our IT tech guy Michael Hoxie, who would be taking over August 1st. The board wished to see how it went with him before deciding whether to consider changing IT providers.

For our Per Capita grant, we received \$19,000 as our official service area population count had dropped from 13,797 people to 13,296 people.

Librarian's Report: Library staff participated in decorating for and being in the July 4th parade, which was held on Saturday, July 2nd. Patriotic slap bracelets and candy were tossed; more will have to be purchased for next year as we ran out of library swag near the end.

Adjournment: A motion was made by Ms. Waltrip and seconded by Mrs. Johnson to adjourn the meeting at 7:50 pm.

Juan Martinez

Recording Secretary

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