

**BOARD OF TRUSTEES Board Meeting
Wednesday, January 17, 2024; 7:30pm**

MINUTES

- I. Call to Order & Roll Call
Roll Call: 7:33pm
Present: Kisha Houston, Alice Creason, MarcyJo Chachakis, Djimon Smith, Warrette Coleman.
Also Present: Laura Van Cleve, Library Director; Ashley Baltazar, Head of Technical Services; Susan Eberly, Bookkeeper.
- II. Remarks from the Public
NONE
- III. Approval of Minutes
Rescheduled Board Meeting November 29, 2023

-A motion was made by MarcyJo Chachakis, 2nd by Djimon Smith, to approve the minutes of Rescheduled Board Meeting November 29, 2023 with corrections. On a voice vote, the motion was approved.
- IV. Correspondence
NONE
- V. Treasurer’s & Financial Reports
 - A. Income and Expense Reports November 30, 2023; December 31, 2023
 - B. Approval of Expenses: December 20, 2023; January 17, 2024
-A motion was made by Alice Creason, 2nd by MarcyJo Chachakis, to approve the expenses of December 20, 2023 and January 17, 2024
Roll Call: MarcyJo Chachakis, yes; Alice Creason, yes; Djimon Smith, yes; Kisha Houston, yes. Warrette Coleman, yes. Motion approved.
 - C. Other Financially Related Reports
 1. Audit Update-verbal report
-Audit is complete, filed, and has been distributed to all Board Members.
- VI. Attorney’s Report
NONE
- VII. Librarian’s Report
 - Statistics
 - Director Van Cleve gave updates on annual certifications and grants completed, building projects, programming, outreach, professional development, and library closures.
- VIII. Business
 - A. Old Business
 1. Strategic Plan Update

-new strategic plan with 4 goals presented. Implementation steps being update to reflect the changes. Will have steps for approval at February meeting.

2. Parking Lot Update

-Director Van Cleve waiting on update from Dan; not expected until later in January.

3. 2024 Wage Base Proposal

-A motion was made by MarcyJo Chachakis, 2nd by Warrette Coleman, to approve 2024 Wage Base Proposal A.

Roll Call: MarcyJo Chachakis, yes; Alice Creason, yes; Djimon Smith, yes; Kisha Houston, yes. Warrette Coleman, yes. Motion approved.

B. New Business

1. Annual Treasurer's Report-signature needed

-a motion was made by Alice Creason, 2nd by Warrette Coleman, to accept the Annual Treasurer's Report. On a voice vote, the motion was approved.

2. 2024 Meeting Dates

-a motion was made to approve 2024 meeting dates as presented. On a voice vote, the motion was approved.

3. Staff holiday gift approval \$25

-a motion was made by Warrette Coleman, 2nd by Djimon Smith, to approve a \$25 after tax holiday gift for staff.

Roll Call: MarcyJo Chachakis, yes; Alice Creason, yes; Djimon Smith, yes; Kisha Houston, yes. Warrette Coleman, yes. Motion approved.

4. Landscaping 2024

-TABLED ask for additional information.

5. New Credit Card option approval

-TABLED ask for safeguards.

IX. Trustee Information and General Announcements

-Summer Reading T-Shirt sign up form presented. Director Van Cleve also gave trustees a list of monthly due dates for this year's board meetings to keep our meetings organized.

X. Executive Session: 5 ILCS 120/2 (c)(1)

NONE

XI. Adjournment: 8:37pm

-A motion was made by MarcyJo Chachakis, 2nd by Warrette Coleman to adjourn the meeting at 8:37pm. On a voice vote, the motion was approved.

Next Regular Board Meeting is scheduled for Wednesday, February 21st, 2024; 7:30pm

Respectfully submitted,

Djimon Smith, Board Secretary

and

Laura Van Cleve, Library Director