

Lawrence Public Library Board of Trustees Meeting
Regular Meeting, 7 p.m./Public Library
Date: 08/15/2023

The Lawrence Public Library Board of Trustees met for its regular monthly meeting. President John White called the meeting to order at 7:00 p.m. Board members present were: Cyndi Hays-Morris, John White, Julie Mieure, Janet Faro, Joan Brian, and Deanna Ratts-Boyd. Library director Dianne Brumley was present. Board members absent: Jamie Cox (play practice)

- I. Recognition of Visitors
 - A. Steve Anderson (WAKO) and Dave Weger (accountant)
- II. Approval of Minutes
 - A. Julie motioned, Joan seconded to accept the minutes from May. Motion carried.
- III. Financial Report
 - A. Accountant's Report (D. Weger)
 1. Received property tax (\$8838.80) and Per Capita Grant (\$22,539.48)
 2. Around \$200,000 was transferred from General Fund to Building Fund and then Building Fund paid it back (all on paper)
 - B. Claims
 1. Joan motioned to accept/pay claims for August 2023, Deanna seconded. Roll call motion passed
- IV. Director's Report
 - A. Dianne went over the highlights which include the following:
 1. Former Illinois state senator and US Congressman, Glenn Poshard, will be visiting our library on Tuesday, August 22nd, 11:30-1:00 for a book signing. The book is "Son of Southern Illinois" by Cal Walworth and is about Mr. Poshard
 2. Columbia Insurance Audit will be conducted on August 23rd
 - B. Youth and Program Report
 1. There were at least 40 photo entries in the LCAC Photo Contest
 - a. 43 people attended the Awards Reception on 8/4
 2. Debra Miller will portray Nellie Bly on Wednesday, September 13 at 7 pm.
 3. The Friends book sale will be September 14-16
- V. Unfinished Business
 - A. Approval of Hoopla subscription to expand digital collection (D. Brumley)
 1. Our initial deposit would be \$5000
 2. Julie moved to approve the Hoopla subscription, seconded by Joan. Roll call motion passed
- VI. New Business
 - A. Personnel Committee Report (D. Ratts-Boyd)

1. The committee unanimously agreed to recommend the following raises to the full trustee board:

- a. Tracey Edgin to \$15.50 (from \$14.50)
- b. Melissa Hodges to \$14.50 (from \$13.50)
- c. Kathy Highsmith to \$14.50 (from \$13.50)
- d. Chris Kelly to \$14.50 (from \$13.50)
- e. Erin Richey to \$14 (from \$13)
- f. Dianne Brumley—5% raise
- g. Jennifer Buchanan—4% raise

B. Finance Committee Report (J. Brian)

1. The finance committee met and went over the budget line by line and presented a proposed budget

C. Approval of Staff Wagers/Salaries FY2024

1. Julie motioned to approve the above raises as recommended by the Personnel Committee, Deanne seconded. Roll call motion passed

D. Approval of Tentative FY2024 Operating Budget

1. Janet motioned to approve the tentative FY2024 Operating Budget, Julie seconded. Roll call motion passed

2. The Tentative budget will be published in September, then there will be a public hearing for the budget 15 minutes before the September monthly meeting

E. Authorization to transfer funds from General Fund to Working Cash Fund to invest in Certificate of Deposit

1. \$47,302.33 will be invested in a CD

2. Joan motioned, Deanna seconded, to move the money at the best rate. Roll call motion passed

VII. Truth In-Taxation Compliance (not required)

VIII. Other Business

A. Discussion and Approval to Modify Circulation Policy to permanently remove overdue fines and to continue assessing fines for damaged or lost items

1. Fines have been suspended for a year now and it has not impacted our budget

2. People give donations at times and the staff calls it the “pay it forward” fund for those who may not have cash for copies, etc.

3. Julie motioned to approve permanently removing overdue fines, Deanna seconded. Roll call motion passed

IX. Executive Session (not required)

Submitted by:

Cynthia Hays-Morris, Secretary