

**Glen Carbon Centennial Library District
Board Meeting Minutes
Tuesday March 16, 2021 at 7:00 p.m.**

Call to Order: 7:03 p.m.

Roll Call: Kathy Dortch, David Klingensmith, Robert Hormell, Marcella Starck, Kevin Tellor, and David Boduch. Carrie Smith is absent with notice.

Recognition of visitors

Christine Gerrish (Director)

Consent Agenda:

- Motion to approve the identified documents contained within the consent agenda made by Robert Hormell and seconded by David Boduch with changes to the Director's report. Motion carried unanimously.

Communications – Intelligencer noted many events supported by the library and a certificate from the US Census for our participation in the census effort.

Treasurer's Report – David Boduch

- Motion to approve the February 2021 Financials of \$36,723.35 made by Robert Hormell and seconded by Kevin Tellor. Roll Call: Kathy Dortch, David Boduch, David Klingensmith, Marcella Starck, Kevin Tellor and Robert Hormell. Motion carried unanimously.
- Motion to approve the February 2021 transfers of Social Security = \$1,129.78, IMRF = \$1,548.12, Building = \$854.41, Insurance = \$940.15, and Audit = \$0; made by Robert Hormell and seconded by David Klingensmith. Roll Call: Kathy Dortch, David Boduch, David Klingensmith, Marcella Starck, Kevin Tellor and Robert Hormell. Motion carried unanimously.

Finance Committee – David Boduch

- No report

Personnel Committee – Carrie Smith

- No report

Building Committee – David Klingensmith

- No report

Unfinished Business –

- None.

New Business –

- Discussed the increase in cost of the Health Insurance premiums. Motion made by Kevin Tellor and seconded by Robert Hormell to approve the United Health Care M.C. SO IL/SIL10 plan and its monthly cost not to exceed \$2,500. Roll Call: Kathy Dortch, David Boduch, David Klingensmith, Marcella Starck, Kevin Tellor and Robert Hormell. Motion carried unanimously.
- Discussed the fraudulent use of our credit card and the need to establish the Capital One Spark card. Motion made by Robert Hormell and seconded by Kevin Tellor to approve the establishment of the new card. Motion carried unanimously.
- Motion to procure the Library Aware subscription for \$1260 made by Robert Hormell and seconded by David Boduch. Roll Call: Kathy Dortch, David Boduch, David

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Klingensmith, Marcella Starck, Kevin Tellor and Robert Hormell. Motion carried unanimously.

- Motion to procure the Beanstack subscription for \$795 made by David Boduch and seconded by Robert Hormell. Roll Call: Kathy Dortch, David Boduch, David Klingensmith, Marcella Starck, Kevin Tellor and Robert Hormell. Motion carried unanimously.
- Motion to procure the LocalHop subscription for \$588 made by David Boduch and seconded by Marcella Starck. Roll Call: Kathy Dortch, David Boduch, David Klingensmith, Marcella Starck, Kevin Tellor and Robert Hormell. Motion carried unanimously.
- Reviewed the draft 2021-2022 personnel budget as provided.
- Accomplished a review of a subset of the Personnel (Welcome to the Staff, Duties and Responsibilities for all Staff, Code of Ethics, Exempt and Non-Exempt, and Grievance). Additional personnel policies will be reviewed in the next meeting. General policies will be reviewed in 2022.

Topics for Future Discussion

Adjournment –

Motion to adjourn the meeting at 8:11 p.m. made by Kevin Tellor and seconded by Robert Hormell. Motion carried unanimously.

Date for next Regular Meeting – April 20, 2021