

**Glen Carbon Centennial Library District
Board Meeting Minutes
Tuesday, February 25, 2025 at 6:00 p.m.**

Call to Order: 6:01

Roll Call: David Klingensmith, Jackie Day, Carla Elliff, Carrie Smith, David Boduch, Cody Jeter

Absent with Notice: Kevin Tellor

Visitors: None

Christine Gerrish (Director)

Acceptance of Resignation of Kevin Tellor

Motion to approve resignation of Kevin Tellor from the Glen Carbon Centennial Library District Board of Trustees made by Carrie Smith and seconded by Carla Elliff. Motion carried unanimously.

Consent Agenda:

Motion to approve the identified documents contained within the consent agenda made by Carrie Smith and seconded by Carla Elliff. Motion carried with one abstention.

Communications:

Letter from Kevin Tellor thanking the board for the opportunity to serve the library district as a trustee for the last seven years.

Treasurer's Report – David Boduch:

Motion to approve the January, 2025 financials made by David Boduch and seconded by Carla Elliff. Roll Call: David Klingensmith, Jackie Day, Carla Elliff, Carrie Smith, David Boduch, Cody Jeter. Motion carried unanimously.

Motion to approve the January, 2025 transfers of Social Security= \$2,349.87, IMRF = \$-1,546.27, Building = \$2,169.40, Insurance = \$11,665.90, Reserve= \$33,189.38 and Audit = \$0 made by David Boduch and seconded by Carla Elliff. Roll Call: David Klingensmith, Jackie Day, Carla Elliff, Carrie Smith, David Boduch, Cody Jeter. Motion carried unanimously .

Finance Committee – David Boduch:

No Report

Personnel Committee – Cody Jeter:

Update on Director Review.

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Building Committee – David Klingensmith:

Update on roof project

Update on solar paneling project

Unfinished Business:

Circulation Associate 3 Job Description

Motion to approve prescribed Circulation Associate 3 position description with edits from the directors based on staff input with approximate cost of \$1,500 for hiring a new employee versus an internal candidate made by Jackie Day and seconded by Carrie Smith. Roll Call: David Klingensmith, Jackie Day, Carla Elliff, Carrie Smith, David Boduch, Cody Jeter. Motion carried unanimously.

Cataloger Hours and Benefits

Motion to approve offering health insurance to Library Cataloger and increase the hours of the position to 40 per week made by Cody Jeter and seconded by Carrie Smith. Roll Call: David Klingensmith, Jackie Day, Carla Elliff, Carrie Smith, David Boduch, Cody Jeter. Motion carried unanimously.

New Business –

Homecoming Closure

Motion to approve library closure June 10-16, 2025 because of Glen Carbon Homecoming made by Carrie Smith and seconded by Jackie Day. Roll Call: David Klingensmith, Jackie Day, Carla Elliff, Carrie Smith, David Boduch, Cody Jeter. Motion carried unanimously.

Health Insurance Renewal

Motion to approve renewal quote from United HealthCare made by David Boduch and seconded by Carla Elliff. Roll Call: David Klingensmith, Jackie Day, Carla Elliff, Carrie Smith, David Boduch, Cody Jeter. Motion carried unanimously.

Personal Policy Reviews

Motion to approve changes to Personnel Policy Manual made by Jackie Day and seconded by Cody Jeter. Motion carried unanimously.

Topics for Future Discussion:

Director's Review

Budget Discussion for FY 2026

Adjournment:

Motion to adjourn the meeting at 7:01. Motion made by Carla Elliff and seconded by Carrie Smith. Motion carried unanimously.

Date for next Regular Meeting – March 25, 2025