

**Glen Carbon Centennial Library District
Board Meeting Minutes
Tuesday, July 15 2025 at 6:00 p.m.**

Call to Order: 6:00 PM

Roll Call - Carla Elliff, Dave Klingensmith, Carrie Smith, Cody Jeter, Andrew Kassebaum, Anna Marie Bell

Absent with Notice - Jackie Day

Visitors: Christine Gerrish, Kimberly Kosydor, 1 member of the public

The recognition of visitors and public comment - N/A

Consent Agenda:

- Motion to approve the identified documents contained within the consent agenda made by Anna Marie Bell and seconded by Carla Elliff.
Motion carried unanimously.

Correspondence and Communications –

- An article in the local newspaper listed the most recent recipients of the Friends of the Library scholarships. Two recipients received \$1,000 each.
- A letter from a concerned patron regarding the youth displays was reported as well.

Treasurer's Report – Carla Elliff

- Motion to approve the June 2025 financials made by Carla Elliff and seconded by Anna Marie Bell. Roll Call: Yes- Carla Elliff, Dave Klingensmith, Carrie Smith, Cody Jeter, Andrew Kassebaum, Anna Marie Bell. Motion carried unanimously.
- Motion to approve the transfers of June 2025-
 - o Social Security= \$2,356.67
 - o IMRF = \$0.00
 - o Building = \$5,353.22
 - o Insurance = \$1,012.00
 - o Reserve= \$79,076.17

Motion made by Carla Elliff and seconded by Andrew Kassebaum.

Roll Call: Yes- Carla Elliff, Dave Klingensmith, Carrie Smith, Cody Jeter, Andrew Kassebaum, Anna Marie Bell. Motion carried unanimously.

Finance Committee – Carla Elliff

- The finance committee discussed the June financials and the end of the fiscal year. The committee is waiting on price estimates for upcoming projects to help in the development of the Long Range Business Plan.

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Personnel Committee – Cody Jeter

- No personnel changes to report.
- A motion was made by Cody Jeter and seconded by Carrie Smith to adjourn into a closed session at 6:13 PM to engage in a follow-up discussion regarding the Director's Evaluation and Compensation - Closed Session - Pursuant to Sections 2C1-Appointment, employment, compensation, discipline, performance or dismissal of specific employees
- A motion was made by Cody Jeter and seconded by Anna Marie Bell to conclude the closed session at 6:51 PM.
- A motion was made by Cody Jeter and seconded by Anna Marie Bell to approve the Director's compensation increase of 1%, in addition to the 2% increase which was previously approved. Roll Call: Yes- Carla Elliff, Dave Klingensmith, Carrie Smith, Cody Jeter, Andrew Kassebaum, Anna Marie Bell. Motion carried unanimously.
- The Personnel Committee plans to meet with the director soon to have a more in-depth discussion pertaining to the evaluation and compensation determination.

Building Committee – Christine Gerrish (In lieu of Jackie Day)

- Solar Project Update -
 - The official switch over will happen pending approval from Ameren.
 - The village and roofing manufacturer have completed their inspection and approved of the panels.

Unfinished Business –

- Recommended Exterior Repairs by Henderson Architects-
 - The village reached out and reported that they should be able to handle most of the items listed as their responsibility. However, the downspouts were determined to be the responsibility of the library. The timeline for the village to make repairs will likely be extended. Communications with the village are ongoing, specifically as it relates to the exterior lighting.
 - It was reported that Eric also contacted us to say he is currently working on the revised proposal for the exterior projects and will be in contact with the village as well to discuss repairs.
- By-Laws Revision - 2nd Reading
 - A second reading of the revision of the by-laws took place. Some formatting issues were corrected. Motion to approve the revision of the by-laws made by Carla Elliff and seconded by Andrew Kassebaum. Roll Call: Yes- Carla Elliff, Dave Klingensmith, Carrie Smith, Cody Jeter, Andrew Kassebaum, Anna Marie Bell. Motion carried unanimously.

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New Business –

- Semiannual Review of Closed Minutes
 - A motion was made by Carrie Smith and seconded by Carla Elliff to approve the closed meeting minutes listed. Motion carried unanimously.
- Semiannual Review of Library Investments
 - Library accounts were discussed. The most recent amounts were reported as of 6/30/25. As well as the percentage earned for each account.
 - CD's Discussed-
 - 3 Month
 - 6 Month
 - The current balance of each CD was reported. Along with the current percentages and the renewal percentages.
 - Whether or not to roll over one of the CD's into a 12 month was discussed.
 - A motion was made by Carla Elliff and seconded by Anna Marie Bell to approve the renewal of the 3 Month CD, in the amount of \$118,096.09, into a 12 Month CD. Also, the 6 Month CD, in the amount of \$116,889.28, would continue to be a 6 Month. Roll Call: Yes- Carla Elliff, Dave Klingensmith, Carrie Smith, Cody Jeter, Andrew Kassebaum, Anna Marie Bell. Motion carried unanimously.
 - The bank will be contacted to determine the withdrawal penalty pertaining to the CD's.
- EDDM Mailer (Not to Exceed \$3,700.00)
 - Two EDDM mailer options were discussed. The company the library has previously used, Taradel, was suggested since they currently have a summer sale for their services. The basic package and silver bundle were discussed. Mailers would go to 6,278 homes. It was suggested that we go with the basic package. It was also suggested we can look into our own online advertisements on Nextdoor, Facebook and Instagram.
 - A motion was made by Anna Marie Bell and seconded by Andrew Kassebaum to approve the creation and distribution of the EDDM mailer, through Taradel. Roll Call: Yes- Carla Elliff, Dave Klingensmith, Carrie Smith, Cody Jeter, Andrew Kassebaum, Anna Marie Bell. Motion carried unanimously.

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Topics for Future Discussion -

- Long Range Business Plan
- Exterior Repairs
- Bank follow-up regarding CD withdrawal penalty

Adjournment –

Motion to adjourn the meeting at 7:20 pm. Motion made by Cody Jeter and seconded by Anna Marie Bell. Motion carried unanimously.

Date for next Regular Meeting – August 19, 2025