

**Glen Carbon Centennial Library District  
Board Meeting Minutes  
Tuesday, May 28, 2023 at 6:00 p.m.**

Call to Order: 6:02

Roll Call: Carla Elliff, Kevin Tellor, Jackie Day, David Klingensmith, Cody Jeter, David Boduch arrived at meeting at 6:15

Absent with Notice: Carrie Smith

Visitors: No visitors - No public comment

Action Items: No action items

Consent Agenda:

- A motion to approve the identified documents contained within the consent agenda was made by Kevin Tellor and seconded by Carla Elliff. Motion carried unanimously. David Klingensmith abstained from vote due to absence at last meeting.

Communications

- Thank you letters from juvenile detention for Youth Services were received.
- Intelligencer included two program announcements.

Treasurer's Report – David Boduch

- Motion to approve the April 2024 financials made by David Boduch and seconded by Carla Elliff . Roll Call: Yes. Motion carried unanimously. Cody Jeter stepped out of meeting prior to the vote.
- Motion to approve the transfers of April 2024 in the amounts of Social Security= \$3,461.65, IMRF = \$1,459.98, Building = \$3,330.61, Insurance = \$2,158.51, Reserve = \$1,850.00, and Audit = \$0, made by David Boduch seconded by Jackie Day . Roll Call: Yes. Motion carried unanimously. Cody Jeter stepped out of meeting prior to vote

Finance Committee – David Boduch

- Budget and Bank already on agenda, nothing in addition

Personnel Committee – Cody Jeter

- Closed session Director Evaluation on agenda as well as revised job descriptions for Adult Services Director and Circulation Manager

Building Committee – Jacqueline Day

- Waiting to hear back on grant, with an answer expected this week. Board members requested notice via email on grant.
- Discussed recent roof leak and responsibility.

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Unfinished Business –

- Dave Boduch made a motion to approve Fiscal Year 2024/2025 Operations Budget of \$758,930.00, Jackie Day seconded. Roll call: yes. Motion carried unanimously.
- Motion to go into closed session at 6:25 by Cody Jeter and seconded by Jackie Day to discuss Director Evaluation and changes for Adult Services Director and Circulation Manager positions.
- Open session - Director Evaluation - Motion for 3% increase at the beginning of 2024/2025 Fiscal year made by Cody Jeter and seconded by David Boduch, Roll Call: yes, motion approved unanimously
- Motion for approval to create the Adult Services Director and revise the Circulation Manager positions as reviewed and discussed was made by Cody Jeter and seconded by Jackie Day. All approved.
- Final motion for approval of 2024/2025 Personnel Budget was made by Dave Boduch for the amount of \$540,449.18 seconded by Carla Elliff. Roll call - yes. Motion carried unanimously.

New Business –

- Switching telephones - Motion to approve the switch to AT&T by Kevin Tellor and second by Jackie Day, roll call: yes, unanimously carried
- Banking - Motion to approve moving checking and money market accounts to First Community and 2 short term CD's with Dieterich \$114,000 each approximate, Made by David Boduch and seconded by Carla Elliff. Roll call: yes, unanimous vote.
- AT&T Fiber Network, Phone service and new telephones - Motion to approve new phone service by snapcon as outlined by proposal was made by David Boduch and second by Jackie Day. Roll call- yes, unanimously approved.
- Homecoming closing of library for five days, staff paid for normally scheduled hours if they work booth for two hours during homecoming celebration. Motion made by Kevin Tellor and second by Cody Jeter. Roll call: yes, unanimously approved.
- IMRF - Insurance Deduction Resolution. Motion to approve by David Boduch and seconded by Jackie Day. Roll Call: yes, unanimously approved.

Topics for Future Discussion

- Room Reservation Software - Switch after summer reading
- Banking
- AT&T Fiber Network
- Ebsco (Novelist Plus upgrade) - State has approved package for all libraries in Illinois to have access to products from Ebsco (basic Novelist at no cost). Upgrade to Novelist plus at extra cost. No Wilson Web \$760 savings, library Aware \$300 savings for Novelist plus. Cost \$400 for this year.

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Adjournment

- Motion to adjourn the meeting at 7:50 was made by Kevin Tellor and seconded by Jackie Day . Motion carried unanimously.

Date for next Regular Meeting – June 25, 2024