

**Glen Carbon Centennial Library District  
Board Meeting Minutes  
Tuesday April 19, 2022 at 7:00 p.m.**

Call to Order: 7:04

Roll Call: Kathy Dortch, David Boduch, David Klingensmith, Cody Jeter, Kevin Tellor

Absent with Notice: Carrie Smith, Marcella Starck

Visitors:

Christine Gerrish (Director)

Consent Agenda:

- Motion to approve the identified documents contained within the consent agenda made by Kevin Tellor and seconded David Boduch. Motion carried unanimously.

Communications – The Edwardsville Intelligencer provided a list of our events throughout April 2022 in their Our Neighbor section.

Treasurer's Report – David Boduch

- Motion to approve the February 2022 Financials of \$48,339.01 made by David Boduch and seconded by David Klingensmith. Roll Call: Kathy Dortch, David Boduch, David Klingensmith, Cody Jeter, Kevin Tellor. Motion carried unanimously.
- Motion to approve the February 2022 transfers of Social Security = \$1843.54, IMRF = \$1,809.78, Building = \$2,894.48, Insurance = \$1,842.92, and Audit = \$0: made by David Boduch and seconded by Kevin Tellor. Roll Call: Kathy Dortch, David Boduch, David Klingensmith, Cody Jeter, Kevin Tellor. Motion carried unanimously.

Finance Committee – David Boduch

- No Report

Personnel Committee – Cody Jeter

- Discussion of March 9 meeting.

Building Committee – David Klingensmith

- No report

Unfinished Business –

- FY 2022-2023 Budgets
  - Operations Budget
    - Motion to approve FY 2022-2023 Operations Budget made by David Boduch and seconded by David Klingensmith. Roll Call: Kathy Dortch, David Boduch, David Klingensmith, Kevin Tellor, Cody Jeter. Motion carried with one abstention.
  - Personnel Budget

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- Motion to approve FY 2022-2023 Personnel Budget made by David Boduch and seconded by Kevin Tellor. Roll Call: Kathy Dortch, David Boduch, David Klingensmith, Kevin Tellor, Cody Jeter. Motion carried with one abstention.

**New Business –**

- Increase in Monthly Lazerware Costs
  - Motion to approve increase of monthly cost from Lazerware to \$106.00 for the remainder of fiscal year made by Kevin Tellor and seconded by David Boduch. Roll Call: Kathy Dortch, David Boduch, David Klingensmith, Kevin Tellor, Cody Jeter. Motion carried unanimously.
- Exhaust Fan Replacement
  - Motion to approve exhaust fan replacement for \$500 made by David Boduch and seconded by Kevin Tellor. Roll Call: Kathy Dortch, David Boduch, David Klingensmith, Kevin Tellor, Cody Jeter. Motion carried unanimously.
- Special Hours for Polling on June 28, 2022.
  - Motion to approve special election hours on June 28, 2022 made by David Boduch and seconded by Kevin Tellor. Motion carried unanimously.
- General Policy Review
  - Computer Use Policy\*
  - Internet Policy\*
  - Laptop Checkout Policy\*
  - Social Network Policy
  - 3-D Printing Policy
  - Mobile Hotspot Policy
  - Photocopy Machine Policy\*
    - Copyright Restrictions section removed
  - Banking Policy
  - Petty Cash Policy\*
    - Change Petty Cash policy to once fiscally
  - Purchasing Policy\*
  - Credit Card Policy
  - Credit Card Machine Security Policy
  - Non-Funding Clause Policy
    - Motion to approve updated General Policy Review made by Kevin Tellor and seconded by David Boduch. M

**Topics for Future Discussion –**

- Change time of Library Board Meeting.
- Roof replacement.

**Adjournment –**

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Motion to adjourn the meeting at 8:11. Motion made by Kevin Tellor and seconded by David Boduch. Motion carried unanimously.

Date for next Regular Meeting – April 9, 2022