

**Glen Carbon Centennial Library District
Board Meeting Minutes
Tuesday, January 23, 2023 at 6:00 p.m.**

Call to Order: 6:01

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

Absent with Notice: N/A

Visitors: None

Action Items: Update Board email addresses, Fix the conference room clock, Update all organizational charts

Consent Agenda:

- Motion to approve the identified documents contained within the consent agenda, including minutes made by David Boduch and seconded by Cody Jeter. Motion carried unanimously.

Communications – Ms. White emails were discussed and the board decided on a response to be sent by Carrie Smith.

Treasurer's Report – David Boduch

- Motion to approve the November 2023 financials made by David Boduch and seconded by Kevin Tellor. Roll Call: Yes. Motion carried unanimously.
- Motion to approve the December 2023 financials made by David Boduch and seconded by Kevin Tellor. Roll Call: Yes. Motion carried unanimously.
- Motion to approve the transfers of November 2023 Social Security= \$2,157.22, IMRF = \$3,126.53, Building = \$5,506.38, Insurance = \$880.58, and Audit = \$5,100.00 made by Jackie Day and seconded by Carla Elliff. Roll Call: Yes. Motion carried unanimously.
- Motion to approve the transfers of December 2023 Social Security= \$2,160.54, IMRF = \$0, Building = \$4,466.30, Insurance = \$1,458.69, and Audit = \$0 made by David Boduch and seconded by Carla Elliff. Roll Call: Yes. Motion carried unanimously.

Finance Committee – David Boduch

- Long range business plans to be discussed at Finance Review Meeting 2/7/24

Personnel Committee – Cody Jeter

- Vickie Andara started as Administrative Assistant 1/2/24

Building Committee – Jacqueline Day

- Roofing Project - grant proposal pushed back to February 15, 2024 with late April or early May award expected.
- Solar Project - update given by Christi Gerrish and David Klingensmith gave the go ahead to apply for the additional grant money.

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Unfinished Business –

New Business –

- Ordinance 24-1 Library Board Meeting Dates for 2024 - Motion to approve 24-1 Library Board Meeting Dates for 2024 Ordinance made by Kevin Tellor and seconded by David Boduch Motion carried unanimously.
- Closed meeting minutes were reviewed and will remain closed.
- Approve Payment Application of \$7,797.15 to Tiles in Style
- Motion to approve the additional payment to Tiles in Style made by David K and seconded by Jackie Day. Roll Call: Yes. Motion carried unanimously.
- Tuition Reimbursement
- Motion to adopt modification of Tuition Reimbursement Policy made by Kevin Tellor and seconded by Jackie D. Roll Call: Yes. Motion carried unanimously.
- Motion to approve Director to approval of tuition reimbursement for Samantha Lego made by Kevin Tellor and seconded by Carla Elliff. Roll Call: Yes. Motion carried unanimously.
- General Policy Review
 - Mission Statement
 - By Laws
 - History *
 - Hours of Service
 - Meeting Room Policy
 - Study Room Policy *
 - Security Camera Policy
 - Bloodborne Pathogens Policy
 - Public Health Policy
 - Pandemic Sick Leave Policy
 - Disposal of Surplus Inventory Policy.
- Motion to approve change to History Policy and Study Room Policy made by David B and seconded by Carrie Smith. Roll Call: Yes. Motion carried unanimously.

Topics for Future Discussion

- ADA accessible Website

Adjournment –

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Motion to adjourn the meeting at 7:15 pm. Motion made by Kevin Tellor and seconded by David Boduch. Motion carried unanimously.

Date for next Regular Meeting – February 27, 2024