

Glen Carbon Centennial Library District
Board Meeting Agenda
Tuesday, September 26, 2023 at 6:00 p.m.
Glen Carbon Centennial Library Conference Room
198 South Main St.
Glen Carbon, Illinois 62034

Call to Order at 6:00

Roll Call - David Klingensmith, Carla Elliff, Kevin Tellor, Jackie Day, Carrie Smith, David Boduch

Visitors - Kevin Tepen of C. J. Schlosser

Public Hearing for 23-4 Budget & Appropriation Ordinance - Called to order at 6:01 p.m. with no public to comment, adjourned at 6:02 p.m.

Report of Annual Audit by Kevin Tepen

- I. Consent Agenda - Motion to approve the consent agenda sans minutes made by Keven Tellor, seconded by David Boduch, motion carried unanimously. Minutes for August will be presented at the October Library Board meeting.
 - A. Director's Report – Christine Gerrish
 - B. Reports of Youth Services and Circulation
 - C. Approval of Board minutes:
 - 8/22/23 Board Minutes
 - 9/26/23 Board Minutes
- II. Correspondence and Communications - Article on IHLS Library Crawl and program announcements in the Edwardsville Intelligencer.
- III. Treasurer's Report – The Treasurer's Report will be presented at the October Library Board meeting.
 - August, 2023 Financials
 - August, 2023 Transfers
- IV. Reports of Standing Committees
 - Finance Committee – David Boduch presented an analysis of the reserve account considering the upcoming building projects that will be paid out of that account.
 - Personnel Committee – No Report
 - Building Committee – Jackie Day reported that the flooring project was moving forward and specific details would be discussed later in the meeting. She noted that the architect had brought up the issue of adding more insulation to the roof when it is replaced next year and would like cost estimates for increasing the amount of insulation.
- V. Unfinished Business –
 - 23-4 Budget & Appropriation Ordinance was discussed. David Boduch made a motion to approve 23-4 Budget & Appropriation Ordinance, seconded by Carla Elliff. Roll Call - David Klingensmith, Carla Elliff, Kevin Tellor, Jackie Day, Carrie Smith, David Boduch vote yes, no dissenting votes, motion carried.
- VI. New Business –
 - Closing the Library for Flooring Project - The library will be closed October 27-30 as the carpeting project gets underway. Library staff will be paid during the closure. Curbside service will commence on October 31-November 6 as carpeting is being replaced and furniture is moved. The library is scheduled to reopen on November 7 after the project

is complete. Jackie Day made a motion to approve, seconded by David Boduch. Roll Call - David Klingensmith, Carla Elliff, Kevin Tellor, Jackie Day, Carrie Smith, David Boduch vote yes, no dissenting votes, motion carried.

- Movers for Flooring Project Not to Exceed \$2,000.00 - The library will be hiring Two Men and a Truck to move furniture for the carpeting project on October 27 and to move the furniture back on November 6, cost of service not to exceed \$2,000.00. Jackie Day made a motion to approve, seconded by Carla Elliff. Roll Call - David Klingensmith, Carla Elliff, Kevin Tellor, Jackie Day, Carrie Smith, David Boduch vote yes, no dissenting votes, motion carried.
- Purchase New Office Furniture - The furniture quote from Louer Facility Planning was discussed and there are changes that need to be made to the design of some areas. This will be discussed at a future meeting. No action was taken.
- Library Cards Policy Revision - Carla Elliff made the motion to add the requirement of a current, valid, photo ID to the Library Cards Policy, seconded by Carrie Smith. Motion carried unanimously.
- Strategic Plan - David Boduch made the motion to accept the Strategic Plan as presented, seconded by Jackie Day. Motion carried unanimously.
- Aspen Discovery Tool for \$1,000.00 - The library will be participating in the first implementation cohort to add Aspen Discovery to the library catalog to ease discoverability of items at the cost of \$1,000.00 for the first year. Motion made by Kevin Tellor, seconded by Carrie Smith. Roll Call - David Klingensmith, Carla Elliff, Kevin Tellor, Jackie Day, Carrie Smith, David Boduch vote yes, no dissenting votes, motion carried.

VII. Topics for Future Discussion

- Book Drop
- Organization of Library Storage

VIII. Adjournment - Motion made by Kevin Tellor and seconded by Jackie Day. Motion carried unanimously.

Date for next Regular Meeting – October 24, 2023