

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

Decennial Committee Meeting

Call to Order: 6:01

Roll Call: David Boduch, Jackie Day, Carla Elliff, Cody Jeter, David Klingensmith, Ashley Walden

- Review of Decennial Committee Report Draft

Meeting Adjourned: 6:29

Call to Order: 6:32 pm

Roll Call: David Boduch, Jackie Day, Carla Elliff, Cody Jeter, David Klingensmith

Absent with Notice: Kevin Tellor, Carrie Smith

Visitors:

Christine Gerrish (Library Director)

Consent Agenda-

- Motion to approve the identified documents contained within the consent agenda including 10/17/2023 Special Board Meeting Minutes made by David Boduch and seconded by Jackie Day. Motion carried unanimously.

Communications-

- Intelligencer published an article about us reopening, students from the Juvenile Detention Center sent Sam Lego letters thanking her for coming for programming and the Intelligencer posted our monthly events.

Treasurer's Report – David Boduch

- Motion to approve the August, 2023 financials of \$8,418.63 made by David Boduch and seconded by Jackie Day. Roll Call: David Boduch, Jackie Day, Carla Elliff, Cody Jeter, David Klingensmith. Motion carried unanimously.
- Motion to approve the August, 2023 transfers of Social Security= \$2,198.37, IMRF = \$1,301.84, Building = \$11,938.30, Insurance = \$1,641.09, and Audit = \$0 made by David Boduch and seconded by Jackie Day. Roll Call: David Boduch, Jackie Day, Carla Elliff, Cody Jeter, David Klingensmith. Motion carried unanimously.
- Motion to approve the September, 2023 financials of \$56,359.04 made by David Boduch and seconded by Jackie Day. Roll Call: David Boduch, Jackie Day, Carla Elliff, Cody Jeter, David Klingensmith. Motion carried unanimously.
- Motion to approve the September, 2023 transfers of Social Security= \$2,269.36, IMRF = \$0, Building = \$10,970.79, Insurance = \$2,613.81, Audit = \$400.00 and Grants=

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\$18,266.69 made by David Boduch and seconded by Jackie Day. Roll Call: David Boduch, Jackie Day, Carla Elliff, Cody Jeter, David Klingensmith. Motion carried unanimously.

- Motion to approve the October, 2023 financials of \$79,494.09 made by David Boduch and seconded by Jackie Day. Roll Call: David Boduch, Jackie Day, Carla Elliff, Cody Jeter, David Klingensmith. Motion carried unanimously.
- Motion to approve the October, 2023 transfers of Social Security= \$2,271.65, IMRF = \$2,895.38, Building = \$76.99, Insurance = \$1,257.17, Audit = \$0 and Grants= \$0 made by David Boduch and seconded by Jackie Day. Roll Call: David Boduch, Jackie Day, Carla Elliff, Cody Jeter, David Klingensmith. Motion carried unanimously.

Finance Committee – David Boduch

- Update about long range business plan and reserve account .
- Update on letters from the Internal Revenue Service and Illinois Department of Revenue.

Personnel Committee – Cody Jeter

- Vickie Andara will begin as Administrative Assistant in January 2024.

Building Committee – Jackie Day

- Update on completion of flooring project.
- Update on roofing project.

Unfinished Business –

- Lost Items Policy - 6 Months
 - Motion to approve changes to Lost Items Policy made by Jackie Day and seconded by Carla Elliff. Motion carried unanimously.

New Business –

- Guardian Insurance-
 - Motion to approve renewal of Guardian Insurance made by Carla Elliff and seconded by David Boduch. Roll Call: David Boduch, Jackie Day, Carla Elliff, Cody Jeter, David Klingensmith. Motion carried unanimously.
- Review of Illinois Library Standard for Per Capita Grant-
- Pandemic Leave Policy Update-
 - Motion to approve update to pandemic leave policy made by Jackie Day and seconded by David Boduch. Roll Call: David Boduch, Jackie Day, Carla Elliff, Cody Jeter, David Klingensmith. Motion carried unanimously.

Topics for Future Discussion

- Long Range Business Plan
- Review Draft of Grant
- Review Bids for Solar Panelling on Roof

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- Approval of Additional Costs of \$2370.00 to Library Design Systems

Adjournment –

Motion to adjourn the meeting at 7:00pm. Motion made by David Boduch and seconded by Jackie Day. Motion carried unanimously.

Date for next Regular Meeting – January 23, 2023