

Princeton Public Library
 Regular Meeting of the Board of Trustees
 November 17, 2021
 Attendance at the Library and on Zoom

President Carolyn Schafer convened the meeting at 7:01 p.m. Roll call attendance:

	Present
Jennifer Alter	X
Mike Bettasso	
Tony Bonucci	
Jan English	X
Paul Ernst	X
Drew Russell	X
Carolyn Schafer	X
Lani Swinford	X
Jerry Thompson	x

Also in attendance: Library Director Julie Wayland, Recording Secretary Marcie Jagers, Friends of the Library President Karen Towns

2. Agenda Adoption. Carolyn noted changes to the agenda. Add item 15: Executive Session for the purpose of discussing payroll adjustments, change Adjournment to item 16. Add item 12b: Old Business.

3. Public Participation

4. Carolyn distributed a copy of the October executive session minutes for review. Minutes of the October 27, 2021, regular meeting and executive session were approved with no changes.

Tony arrived at the meeting at this time.

5. Treasurer's Report

Jen reviewed the report. She noted the back taxes from the City of Princeton ended in April of 2021. We are 6 months thru the fiscal year. We are under budget with expenses. Discussion ensued. Carolyn requested a printed expense report with detail each month.

6. **MOTION 21-031** Drew made a motion to approve payment of bills for October 31 in the amount of \$9,773.14 and November 15 in the amount of \$8,524.78 for a grand total of \$18,297.92. Tony seconded the motion, roll call vote:

	Yes	No	Abstain
Jennifer Alter	X		
Mike Bettasso			
Tony Bonucci	X		
Jan English	X		
Paul Ernst	X		
Drew Russell	X		
Carolyn Schafer	X		
Lani Swinford	X		
Jerry Thompson	x		

7. President's Report

Carolyn noted she has heard great reviews of the art exhibit opening reception.

8. Standing Committee Reports

Building and Grounds.

Jan announced that her mother, Jean Hutchinson, will be making a gift to the library of \$20,000 to cover the expense of new AV equipment for the meeting room. The committee approved the proposal from Thompson Electronics and will bring it up for approval under Old Business.

We are seeking bids for lawn mowing and weed control in 2022. Also, some interior walls in the library need to be painted.

Personnel. Carolyn read a resignation letter from staff member Mary Archer effective 12/29/2021. Mary has been with the library since 1995. The committee will discuss staffing needs due to this resignation.

9. Director's Report. Julie reviewed her report with the following notes or additions:

- She will email a document to Drew for review.
- Café staff is up to four and returning to normal operating hours.
- Stationary has been purchased from Sheetwise Printing in Spring Valley
- A retirement party is planned for Mary Archer to include staff and former employees. Discussion ensued.

10. Staff and Administration Report

Carolyn thanked the staff as the library continues to function well in difficult times.

11. Unfinished Business

MOTION 21-032 Jan made a motion to approve the 2022 Levy for a total of \$585,513.49 as presented last month. Paul seconded the motion, roll call vote:

	Yes	No	Abstain
Jennifer Alter	X		
Mike Bettasso			
Tony Bonucci	X		
Jan English	X		
Paul Ernst	X		
Drew Russell	X		
Carolyn Schafer	X		
Lani Swinford	X		
Jerry Thompson	x		

12. New Business.

Standards Chapters 1-3 for the per capita grant requirement. Julie provided a review of the check list and her opinion that we do meet the standards. She noted that is it important to review where we can expand or do better. Discussion ensued. Carolyn requested that board members take a closer look at these core standards provided by Julie as we prepare to review out strategic plan.

Old Business:

MOTION 21-033 Jerry made a motion to approve the use of designated funds for the purchase of new AV equipment for the meeting room. Tony seconded the motion, motion carried.

13. Items for Next Agenda

Please let Julie know of any items for the next agenda.

14. Announcements

Karen noted the Friends have a meeting on 11/29. They will learn the results of the recent used book sale at this meeting. They will be looking at appropriating more funds to the library at that time. For December the book club is reading *The Only Woman in the Room*.

At 7:53 p.m., per ILCS 120/2:(c)(1), Board President Schafer called an executive session to discuss library issues relating to personnel. **MOTION 21-034** Drew made a motion to adjourn the regular meeting to executive session. Tony seconded the motion, roll call vote:

	Yes	No	Abstain
Jennifer Alter	X		
Mike Bettasso			

Tony Bonucci	X		
Jan English	X		
Paul Ernst	X		
Drew Russell	X		
Carolyn Schafer	X		
Lani Swinford	X		
Jerry Thompson	X		

Karen left the meeting at this time.

Following Executive Session:

MOTION 21-036 Drew made a motion to adjust wages on 1/1/2022 per the agreed up schedule. Lani seconded the motion, roll call vote:

	Yes	No	Abstain
Jennifer Alter	X		
Mike Bettasso			
Tony Bonucci	X		
Jan English	X		
Paul Ernst	X		
Drew Russell	x		
Carolyn Schafer	X		
Lani Swinford	X		
Jerry Thompson	X		

MOTION 21-037 Tony made a motion to adjourn the regular meeting. Paul seconded the motion, motion carried. The meeting was adjourned at 8:34 p.m.

Respectfully submitted,

Marcie Jagers, Recording Secretary

_____ Minutes approved as read.

_____ Minutes approved as amended.

Carolyn Schafer, President