

Princeton Public Library
 Regular Meeting of the Board of Trustees
 February 16, 2022
 Attendance at the Library and on Zoom

President Carolyn Schafer convened the meeting at 7:07 p.m. Roll call attendance:

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

Also in attendance: Library Director Julie Wayland, Recording Secretary Marcie Jagers, City Council Member Jerry Neumann, Friends of the Library President Karen Towns

2. Agenda Adoption

3. Public Participation

4. Minutes of the November 11, 2021, executive session were distributed for review. Minutes of the January 19, 2022, regular meeting and the November 11, 2021, executive session, were approved with no changes.

5. Treasurer's Report

Jen noted we are 75% through the fiscal year and expenses are on target. Jen noted we've received generous donations/memorials this year. These funds have resulted in the need to transfer less from our reserves. Discussion ensued. Carolyn asked for a report to show the current balance of capital levy funds.

6. **MOTION 22-005** Lani made a motion to approve payment of bills for January 31 in the amount of \$9,768.80 and February 15 in the amount of \$7,333.66, for a grand total of \$17,102.46. 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			
Carolyn Schafer	X		
Lani Swinford	X		
Jerry Thompson	X		

7. President's Report

Carolyn noted the news that Illinois will be moving away from indoor mask requirements. Julie noted some other PrairieCat libraries will be making masks optional for patrons, but staff will be wearing masks. Discussion ensued.

8. Standing Committee Reports

Building & Grounds.

- Jan noted the new audio-visual equipment is installed in the meeting room and the staff has been trained. There will be an additional training for those who were absent.
- John DeSalvo is checking out our painting needs.
- Received a bid from Elm City Lawn for mowing. \$25 for mowing and \$50 for perimeter string trimming. We would probably only need the perimeter work a few times during the season.
- Interior door fixed by Advanced Door.
- We will have Kmetz Architects handle a bidding process for a fire suppression system in the local history room. Jeanne Hutchinson has expressed an interest in donating funds toward this improvement.

9. Director's Report

- Looking for an application that would allow patrons to reserve study rooms directly.
- Interviewing for the youth services assistant/programming librarian.
- Welcoming the return of FOL volunteer shelveers.
- Friends of the Library will donate funds for four flip top tables for the meeting room.
- Let Julie know if you want to sign up for the online trustee forum

10. Staff and Administration Report

Any questions or comments? Lani asked when children's story time will resume in-person. Discussion ensued.

Karen noted the Page Turners Book Club continues to meet. Julie said a Zoom option for their discussion could be set up.

11. Unfinished Business

12. New Business

Budget. Board members should review the proposed budget and contact Julie with any questions. The budget will need to be approved at our March meeting. Discussion ensued about properly accounting for the capital levy funds and expenditures. In addition, there was continued discussion on the need to transfer from reserves to cover expenses. Carolyn recently reviewed the balance of our reserves from 2018 to 2021 and the numbers haven't changed much.

Julie will coordinate a date for Carolyn and Jen to meet with her to brainstorm about the café. They will present some ideas to the board next month.

13. Items for Next Agenda

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

14. Announcements

Jerry gave a brief update from the city.

- In the final stages of evaluating trash and recycling service for the city.
- Fire Chief Chuck Woolley will retire in June.
- Julie asked about permission to possibly use the Perry Plaza property for an event. Jerry said to contact Theresa at city hall.

Karen noted February is membership drive month for the Friends of the Library. A book sale is coming up on March 24-25-26. On April 6th, the Friends will host a tea during National Library Week.

MOTION 22-006 Jan made a motion to adjourn the regular meeting. Tony seconded the motion, motion carried. The meeting was adjourned at 8:04 p.m.

Respectfully submitted,

Marcie Jagers, Recording Secretary

_____ Minutes approved as read.

_____ Minutes approved as amended.

Carolyn Schafer, President