

Princeton Public Library  
 Regular Meeting of the Board of Trustees  
 July 27, 2022  
 Attendance at the Library and on Zoom

President Carolyn Schafer convened the meeting at 7:03 p.m. Roll call attendance:

	<b>Present</b>
Jennifer Alter	X
Mike Bettasso	
Tony Bonucci	X
Jan English	X
Drew Russell	X
Carolyn Schafer	X
Lani Swinford	X
Jerry Thompson	X

Also in attendance: Library Director Julie Wayland and Friends of the Library President Karen Towns

2. Agenda Adoption

3. Public Participation

4. Minutes of the June 15, 2022, regular meeting were approved with no changes.

5. Treasurer's Report for June 2022.

Jen reports we are doing well. No transfers from reserves have been made. The café loss is down 40% for the 1<sup>st</sup> quarter of this fiscal year compared to the 1<sup>st</sup> quarter of the 2021 fiscal year.

6. **MOTION 22-019** Tony made a motion to approve payment of bills for June 30 in the amount of \$24,591.95 and July 15 in the amount of \$14,238.50, for a grand total of \$38,830.45. Jerry seconded the motion, roll call vote:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Jennifer Alter	X		
Mike Bettasso			
Tony Bonucci	X		
Jan English	X		

Drew Russell	X		
Carolyn Schafer	X		
Lani Swinford	X		
Jerry Thompson	X		

7. President's Report

- Waiting on the city council to approve the appointment of Lauren Smith to the board.
- It's good to see more in-person programming.
- The clock donation from Gary Johnson will be moved to the library in September/October.

8. Standing Committee Reports

No committees met.

Building & Grounds. Jan noted a failure of one compressor in the HVAC. John's Sales & Service got it running for now and will replace it. Another unit had a refrigerant leak. That issue has been resolved.

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

- Insurance audit to be done next week impacting property and liability insurance.
- ARSL Conference in Chattanooga, TN, September 14-17, 2022. Julie would like to attend.
- A new barista has started working at the café. Olivia Alter was excellent but is gone to college.
- Celebrating 15 years in this location on August 1<sup>st</sup>. Food and beverage will be provided for patrons.
- New parking lot banners were donated by Friends in Council and put up by the city electric department. They also changed light bulbs at that time.
- T-Shirts for PPL. Long-sleeve. Discussion ensued.

**MOTION 22-020** made a motion to approve contributing \$8 to the cost for each staff member's first shirt. seconded the motion, roll call vote:

	Yes	No	Abstain
Jennifer Alter	X		
Mike Bettasso			
Tony Bonucci	X		
Jan English	X		
Drew Russell	X		
Carolyn Schafer	X		
Lani Swinford	X		

Jerry Thompson	X		
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10. Staff and Administration Report

- Program with magician was very well received by kids and adults.
- Discussion about issues occurring at other libraries in the Midwest. Julie will provide re-training of staff on what to do if someone is causing a disturbance, etc..

11. Unfinished Business

Recognition Display. Discussion ensued regarding which design. We will check in with A&M Products to see if they do the glass we like.

Innovative Document Imaging. Julie asked for clarification on their proposal. More detailed information was distributed. Discussion ensued. Website setup cost is \$5,000. Julie asked Drew to draft a letter to World Archive for service we paid for and have never received for the years 2018-2019 of the Bureau County Republican.

12. New Business

Homestead Festival. Discussion ensued about closing on Saturday, September 10<sup>th</sup>. The board agreed to the closure.

13. Items for Next Agenda

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

14. Announcements

Karen noted the first day of the book sale was very successful. They are planning some festivities for Friends of the Library Week – October 16 through 22. The next book sale is November 10-12.

There is no board meeting in August. The next meeting will be Wednesday, September 21 at 7:00 p.m.

**MOTION 22-021** Tony made a motion to adjourn the regular meeting. Lani seconded the motion, motion carried. The meeting was adjourned at 8:05 p.m.

Respectfully submitted,

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Jan English, Board Secretary

\_\_\_\_\_ Minutes approved as read.

\_\_\_\_\_ Minutes approved as amended.

\_\_\_\_\_ Carolyn Schafer, President