

MINUTES FOR THE BOARD OF TRUSTEES

of the Edwardsville Public Library
Wednesday, January 3, 2023, 6:30 p.m.
at the Edwardsville Public Library

Call to Order and Roll Call of Members

6:30 p.m.

Board members present:

Gary Denué
Michael McLean
Jamie Pence
Francie Powell
Ryan Jumper

Board members absent:

Robert LaRose, President
Jessica DeSpain, Vice President
Kim Harrison, Secretary
Rob Nunn

Introduction of Staff and Guests

Staff: Diana Brawley Sussman, Director
Guests: None

Public Comment

None.

Disposition of Regular Meeting Minutes

1. Approval of November 29, 2023 Board meeting minutes. Gary Denué moved to accept the minutes. Francie Powell seconded. MOTION passed unanimously.

Communications

The Director shared Board of Review notices and a patron's compliment.

Presentation to or discussion with the Board

None.

Committee Reports

1. Finance

I. Approve Prepaid Bills and Bills to City Clerk.

Gary Denué moved to approve prepaid bills in the amount of \$134,286.51. Michael McLean seconded. Roll was called. MOTION passed unanimously.

Gary Denué moved to approve bills to the City Clerk in the amount of \$32,183.88. Jessica DeSpain seconded. Roll was called. MOTION passed unanimously.

The Board asked if we need the print used car guide. The staff will analyze this question.

II. Reviewed financial statements.

2. Facilities. Nothing to report.

3. Personnel

Executive Session: [The Board may go into closed session to consider employment/appointment matters. [5 ILCS 120/2(c) (1) The Library Board reserves the right to return to open session to act on these matters)

I. Set Personnel Committee meeting for Director's performance review and review of employee pay scale. Generally the Board does this at a March meeting executive session. Francie Powell takes the lead. The pay scale will go to the full board. The Director will share the City's forms with Francie Powell.

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II. Adjust hourly rate for Circulation staff in January due to minimum wage increase, increasing each by \$1.00. An additional percentage increase (equivalent to the City's) will be calculated based on the employees' 2023 (April – December) rate of pay, effective May 1 with the start of the next fiscal year. Go ahead with Director's staffing recommendation to promote another part-time Circulation Clerk to full-time.

4. Policy. None.
5. Nominating. None.
6. Executive. None.
7. Ad Hoc Committees. None.

ELF Liaison

See storage solution below.

Library Director's Report

1. Per Capita Grant Requirement: Discuss chapters 9-13 of Serving Our Public 4.0 Standards for Illinois Public Libraries. The Board discussed the chapters and feels we meet or exceed all standards described.
2. Library storage. The library and ELFs will be sharing an off-site storage unit with the ELFs paying for a portion (or possibly the entirety) of the expense.
3. Other. None.

Unfinished Business

None.

New Business

None.

Adjournment

Gary Denué moved to adjourn. Jamie Pence seconded. Adjourned at 7:05 p.m.

Respectfully submitted:

Kim Harrison, Secretary

Prepared by: Diana Brawley Sussman, Library Director

Board Meetings for 2024. All meetings will take place on the first Wednesday of the month at 6:30 p.m. at the library: January 3, February 7, March 6, April 3, May 1, June 5, July 3, August 7, September 4, October 2, November 6, December 4, 2024.