

FONDULAC DISTRICT LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
JULY 29, 2024

Members of the Fondulac District Library Board of Trustees met on Monday, July 29, 2024, in the Kolb Memorial Conference Room, 400 Richland Street, East Peoria, IL, for their regular meeting. President Hanks called the meeting to order at 6:00 p.m.

On roll call, the following members were present: Mrs. Carbiener, Mr. Grose, Mrs. Hanks, Mrs. Pulling, Mr. Sherwood and Mr. Swearingen. Also present was Mrs. Buhr, Director and Mrs. Cox, Business Manager. Mrs. Humphrey was absent.

During Public Participation, patron Amy Lambert read and submitted a written statement to the Board regarding Sunday hours during the summer months.

Adult Services Specialist Melissa Friedlund presented the “Mission Moment” where she discussed her role at the library and answered questions from the board.

M/S/P (Carbiener/Pulling) to approve the consent agenda which includes the June 24, 2024, regular board meeting minutes and approval of bills. All present voting yea.

Treasurer’s Report:

1 - GENERAL INVESTMENT FUND

DATE	TRANSACTION				BOND	FUND
		CHECKING	DONATIONS	IMPREST	CHECKING	TOTAL
6/24/2024	Balance	\$403,673.08	\$56,006.41	\$1,283.36	\$166,361.15	
6/25/2024	Deposit – Imprest Reimbursement			\$478.66		
6/28/2024	Deposit – Bank Account Interest	\$46.46	\$4.27	\$0.11	\$21.98	
	Deposit – Per Capita Grant	\$30,109.86				
	Deposit – Nayax Reimbursement	\$51.49				
7/3/2024	Checks Issued - Payroll	\$(42,126.58)				
	Blue Cross Blue Shield	\$(4442.73)				
	IMRF - NCPERS	\$(16.00)				
	The Metropolitan Life Insurance Company	\$(366.60)				
	AFLAC	\$(69.32)				
	Checks Issued – Unemployment Taxes	\$(631.55)				
	Deposit – County Tax Disbursement	\$780,756.03			\$214,896.70	
7/5/2024	Deposit – Nayax Reimbursement	\$64.52				
7/8/2024	Deposit – Replacement Tax	\$39,837.77				
7/12/2024	Deposit – Nayax Reimbursement	\$10.68				
7/18/2024	Checks Issued - Payroll	\$(42,329.76)				
	Blue Cross Blue Shield	\$(4442.73)				

	IMRF - NCPERS	\$(16.00)				
	The Metropolitan Life Insurance Company	\$(366.60)				
	AFLAC	\$(69.32)				
7/19/2024	Deposit – Nayax Reimbursement	\$27.14				
7/24/2024	Deposit – Fines, Fees, Misc.	\$4,625.08	\$2.20			
7/29/2024	Checks Issued – Bills Paid by Check	\$(41,706.31)				
	Checks Issued – Bills Paid Directly	\$(9,961.98)				
	Checks Issued – Imprest			\$(75.82)		
7/29/2024	Balance	\$1,112,656.63	\$56,012.88	\$1,283.36	\$381,279.83	\$1,551,635.65

2 - WORKING CASH FUND

DATE	TRANSACTION	WORKING CASH ACCOUNT	WORKING CASH CERTIFICATES	FUND TOTAL
6/24/2024	Balance	\$ 17,919.43	\$ 208,951.34	
	Deposit - Bank Account Interest	\$ 1.37	\$ 802.14	
6/24/2024	Balance	\$ 17,920.80	\$ 209,753.48	\$ 227,674.28

3 - RESERVE FUND

DATE	TRANSACTION	RESERVE ACCOUNT	RESERVE CERTIFICATES	FUND TOTAL
6/24/2024	Balance	\$ 67,314.34	\$ 2,106,689.92	
	Deposit - Bank Account Interest	\$ 5.16	\$ 7,826.50	
6/24/2024	Balance	\$ 67,319.50	\$ 2,114,516.42	\$2,181,835.92

Mrs. Buhr reported that the Electronic Resources stats are off due to a glitch with Newsbank; Newsbank is aware and is actively working to correct the issue. The statistics will be updated to reflect accurate numbers as soon as possible as this is the year end number that is referenced when looking at historical data.

M/S/P (Grose/Sherwood) to approve the Maintenance Levy #24-319. On roll call, all present voting yea.

M/S/P (Pulling/Carbiener) to keep previously closed minutes closed. All present voting yea.

M/S/P (Sherwood/Swearingen) to approve the Imprest Account Policy. This is a new policy to outline and clarify the allowable uses of the Imprest and Petty Cash accounts that are used to reimburse employees for expenses and pay for small immediate invoices. All present voting yea.

M/S/P (Grose/Sherwood) to approve the MissionSquare 457b Administrative Services Agreement. This is a new retirement benefit that will be offered to all employees as a “pass through” benefit meaning that the library will administer the benefit but there will be no cost to the library other than the employee time to set up the payroll deductions and cut the check to MissionSquare each month. All present voting yea.

Mrs. Hanks and Mr. Grose volunteered to stay after the meeting to conduct the Secretary Audit of the Fiscal Year 2024 meeting minutes.

M/S/P (Grose/Sherwood) to adjourn the meeting at 6:43 p.m. All present voting yea.

Secretary

Approved as _____

August 26, 2024

Recorded by: Rebecca L. Cox