

FONDULAC DISTRICT LIBRARY
 BOARD OF TRUSTEES
 BUDGET AND APPROPRIATION HEARING
 AND
 MINUTES OF THE REGULAR MEETING
 AUGUST 28, 2023

Members of the Fondulac District Library Board of Trustees met for the annual Budget and Appropriation Hearing in the Kolb Memorial Conference Room, 400 Richland Street, East Peoria, IL. President Hanks called the hearing to order at 5:45 p.m. Members present at roll call were: Mrs. Carbiener, Mr. Grose, Mrs. Hanks, Mrs. Humphrey, Mrs. Pulling and Mr. Swearingen. Also present were Mrs. Buhr, Director and Mrs. Cox, Business Manager. Mr. Sherwood arrived at 5:56 p.m.

M/S/P (Carbiener/Humphrey) to close the Budget and Appropriation Hearing at 5:59 p.m.

Members of the Fondulac District Library Board of Trustees met on Monday, August 28, 2023 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. Humphrey, Mrs. Pulling, Mr. Sherwood and Mr. Swearingen. Also present were Mrs. Buhr, Director, and Mrs. Cox, Business Manager.

Alyssa Young, a Youth Services Assistant from the library, joined the meeting for the “Mission Moment” where she discussed her role at the library and answered questions from the board.

M/S/P (Sherwood/Grose) to approve the consent agenda which includes the revised July 31, 2023 regular board meeting minutes and approval of bills. Minutes were revised prior to the meeting to note Mrs. Hanks’ absence at the July meeting. All present voting yea.

Treasurer’s Report:

1 - GENERAL INVESTMENT FUND

DATE	TRANSACTION	GENERAL			BOND	FUND
		CHECKING	DONATIONS	IMPREST	CHECKING	TOTAL
7/31/2023	Balance	\$1,116,062.28	\$52,236.43	\$1,488.23	\$617,647.52	
	Deposit – Per Capita Grant	\$29,907.10				
	Deposit – Bank Account Interest	\$101.24	\$4.44	\$0.15	\$48.56	
	Deposit – Nayax Reimbursement	\$52.95				
8/3/2023	Checks Issued – Payroll	\$(43,906.83)				
	Blue Cross Blue Shield	\$(4,692.99)				
	IMRF-NCPERS	\$(24.00)				
	The Metropolitan Life Insurance Company	\$(365.50)				

	AFLAC	\$(69.32)				
	Deposit – County Tax Disbursement	\$223,995.12			\$64,566.17	
8/4/2023	Deposit – Nayax Reimbursement	\$33.06				
8/7/2023	Deposit – Replacement Tax	\$9,924.12				
8/17/2023	Checks Issued – Payroll	\$(45,847.41)				
	Blue Cross Blue Shield	\$(4,129.50)				
	IMRF-NCPERS	\$(24.00)				
	The Metropolitan Life Insurance Company	\$(336.23)				
	AFLAC	\$(69.32)				
8/18/2023	Deposit – Nayax Reimbursement	\$48.25				
8/23/2023	Deposit – Fines, Fees, Misc.	\$3,840.32				
	Deposit – Reimbursement			\$237.25		
8/28/2023	Checks Issued – Bills Paid by Check	\$(54,761.05)				
	Checks Issued – Bills Paid Directly	\$(4,150.30)				
	Checks Issued – Imprest			\$(354.76)		
	Balance	\$1,225,587.99	\$52,240.87	\$1,370.87	\$682,262.25	\$1,961,461.98

2 - WORKING CASH FUND

DATE	TRANSACTION	WORKING CASH	WORKING CASH	FUND
		ACCOUNT	CERTIFICATES	TOTAL
7/31/2023	Balance	\$ 17,902.96	\$ 201,830.43	
	Deposit - Bank Account Interest	\$ 1.52	\$ 600.51	
8/28/2023	Balance	\$ 17,904.48	\$ 202,430.94	\$ 220,335.42

3 - RESERVE FUND

DATE	TRANSACTION	RESERVE	RESERVE	FUND
		ACCOUNT	CERTIFICATES	TOTAL
7/31/2023	Balance	\$ 67,252.40	\$ 2,032,496.32	
	Deposit - Bank Account Interest	\$ 5.71	\$ 5,201.20	
8/28/2023	Balance	\$ 67,258.11	\$ 2,037,697.52	\$2,104,955.63

Mrs. Buhr reported that notice was given the morning of August 28 that the Evanced online event calendar/registration system is being sunset. There is less than 4 months to select and transition to a new system. Mrs. Buhr is working on ordering a plaque for the sculpture that is being dedicated in November. The sculpture should be installed this week. Mrs. Buhr also noted the addition of a clock in the board room – the clock was made by library staff utilizing the Glowforge.

Mrs. Buhr provided a new pamphlet from RAILS to the board that has information on what they do. The Illinois Public Library Annual Report (IPLAR) was included with this month's packet but the chart and narrative that is provided to the board will be included in the September packet.

M/S/P (Carbiener/Swearingen) to approve Budget & Appropriation Ordinance 23-317. No changes were made from the draft that was provided to the board in July. On roll call, all present voting yea.

M/S/P (Sherwood/Pulling) to approve the revision of the Freedom of Information Act Policy. This policy is revised annually as it contains year specific information. This year a new distribution e-mail was also added to ensure that any FOIA requests go to both FOIA officers in the library in case one is out of the office. All present voting yea.

M/S/P (Pulling/Humphrey) to approve the Strategic Plan. The Strategic Plan presented to board members is the end result of work that has been in progress since December 2022. This will provide strategic and operational direction for 2024-2027. The next step is implementation and Mrs. Buhr and the library managers will work on actionable steps. Mrs. Buhr thanked Mrs. Hanks and Mr. Swearingen for serving on the Strategic Planning team. All present voting yea.

M/S/P (Carbiener/Sherwood) to adjourn the meeting at 6:22 p.m. All present voting yea.

Secretary

Approved as _____
September 25, 2023
Recorded by: Rebecca L. Cox