

FONDULAC DISTRICT LIBRARY
 BOARD OF TRUSTEES
 BUDGET AND APPROPRIATION HEARING
 AND
 MINUTES OF THE REGULAR MEETING
 August 30, 2021

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 Grose called the hearing to order at 5:45 p.m. Members present were: Mr. Cadwalader, Mr. Grose, Mrs. Humphrey, Mr. Lasswell and Mr. Sherwood. Also present were Mrs. Buhr, Director and Ms. Somogyi, Business Manager. Mrs. Hanks was absent.

M/S/P (Lasswell/Cadwalader) to close the Budget and Appropriation Hearing at 6:00 p.m.

Members of the Fondulac District Library Board of Trustees met on Monday, August 30, 2021, in the Kolb Memorial Conference Room, 400 Richland Street, East Peoria, IL, and via conference call for their regular meeting.

President Grose called the meeting to order at 6:00 p.m.

On roll call, the following members were present: Mr. Cadwalader, Mr. Grose, Mrs. Hanks (on phone), Mrs. Humphrey, Mr. Lasswell and Mr. Sherwood. Also present were Mrs. Buhr, Director and Ms. Somogyi, Business Manager.

Mr. Grose officially informed the board of the resignation of board member Colleen Cole. Mrs. Cole served for over 24 years. The board is very grateful for her involvement and insight over the years. Mrs. Cole will be presented with a Certificate of Appreciation for her years of service.

M/S/P (Sherwood/Cadwalader) to approve the consent agenda which includes the July 26 board meeting minutes, treasurer's report and approval of bills. All present voting yea.

Treasurer's Report:

GENERAL FUND CHECKING

DATE	TRANSACTION	GENERAL INVESTMENT
7/26/2021	Balance	\$ 916,267.70
7/31/2021	Interest Income	\$ 30.75
8/5/2021	Checks Issued - Payroll	\$ (37,087.31)
	Blue Cross Blue Shield	\$ (3,928.41)

	Dearborn Life Insurance	\$ (66.00)
	NCPERS	\$ (24.00)
	The Standard Insurance Company	\$ (366.86)
8/6/2021	Replacement Tax Deposit	\$ 4,115.53
	Nayax Reimbursement	\$ 10.63
8/12/2021	Per Capita Deposit	\$ 33,562.15
8/19/2021	Checks Issued - Payroll	\$ (37,146.41)
	Blue Cross Blue Shield	\$ (3,928.41)
	Dearborn Life Insurance	\$ (66.00)
	NCPERS	\$ (24.00)
	The Standard Insurance Company	\$ (366.86)
8/25/2021	Cash/Check Deposit	\$ 5,868.65
8/27/2021	Nayax Reimbursement	\$ 59.85
8/30/2021	Direct Pay Bills	\$ (12,385.39)
	Checks Issued - Bills	\$ (38,917.81)
	Balance	\$ 825,607.80

WORKING CASH FUND

DATE	TRANSACTION	WORKING CASH
7/26/2021	Balance	\$217,635.05
7/31/2021	Interest Income	\$ 5.37
8/25/2021	Cash/Check Deposit	\$ 1.00
	Balance	\$217,641.42

RESERVE FUND

DATE	TRANSACTION	RESERVE FUND
7/26/2021	Balance	\$ 2,065,925.11
7/31/2021	Interest Income	\$ 50.95
	Balance	\$ 2,065,976.06

Mrs. Buhr gave an update on the call she had in to East Moline Glass – the window will need to be replaced. She is currently waiting on a quote.

Library statistics this month included the annual report that was sent to the state and a report for the board that includes comparison charts from the last several years. Mrs. Buhr pointed out that the data looks off due to the Covid-19 pandemic and the impact that it has had on library openings and programming in 2020 and 2021.

Mrs. Buhr presented a draft announcement for the open board position for the website. Mr. Cadwalader opined that the announcement was good with no changes and other Trustees concurred. Mrs. Buhr will move forward with the materials as they are.

M/S/P (Cadwalader/Lasswell) to approve the Budget & Appropriation Ordinance 21-311. A draft of this ordinance was presented at the July meeting. All present on roll call voting yea.

M/S/P (Sherwood/Cadwalader) to approve the revision of the Freedom of Information Act Policy. The revision updated information such as budget numbers and a new FOIA officer. All present voting yea.

M/S/P (Lasswell/Sherwood) to approve the Holiday Closing Policy. The recent change in federal holiday prompted a closer look at the current Holiday Closing Policy for the library. The library will now be open on President's Day. All present voting yea.

M/S/P (Cadwalader/Lasswell) to approve the Paid Holidays Policy. In tandem with the Holiday Closing Policy, the Paid Holidays Policy was updated to reconcile current policy and longstanding approved practices at the library. This policy gives 2 floating holidays to full-time staff in lieu of closing the library on President's Day and Juneteenth. All present voting yea.

M/S/P (Sherwood/Cadwalader) to approve the Temporary COVID-19-Related Paid Sick Leave Policy. The original policy expired June 30, 2021. Things are looking very different now than they were at that time so the proposal is to allow for COVID-related sick leave with documentation of testing or directives to quarantine. There is no extension of the mandated emergency family medical leave previously offered as the library's regular leave policies should cover any extenuating circumstances. All present voting yea.

M/S/P (Lasswell/Sherwood) to approve a lighting purchase for the library. Certain fixtures in the library over the circulation desk, children's desk, quiet reading room, and book sale area were not replaced with the initial LED upgrade because some had some failing parts that cannot be replaced. More are now intermittently failing. There is no way to replace the bulbs in these fixtures so a replacement fixture is required. They will be replaced with very similar fixtures that are LED. All present voting yea.

M/S/P (Sherwood/Cadwalader) to adjourn the meeting at 6:15 p.m. All present voting yea.

Secretary

Approved as _____
September 27, 2021

Recorded by: Rebecca L. Somogyi