

Minutes

Regular Meeting of the Board of Trustees Kaneville Public Library District Tuesday, November 1, 2022

1. CALL TO ORDER: The November KPLD Board of Trustees meeting was called to order at 6:44 pm by President Karen Flamand.
2. ROLL CALL: In attendance were Board members Karen Flamand, Sheryl Behm, Jody Springsteen, Wendy Peck and Carol Alfrey. Director Shayne Phillips was also in attendance. Trustee Leanne Gramley was absent. No members of the public attended.
3. ADDITIONS TO THE AGENDA: None
4. APPROVAL OF THE AGENDA: Wendy Peck moved, and Jody Springsteen seconded approval of the agenda as presented. This passed by unanimous voice vote.
5. APPROVAL OF OCTOBER BOARD MEETING MINUTES: Jody Springsteen moved and Karen Flamand seconded approval of the October board meeting minutes. Passed by unanimous voice vote.
6. FINANCIAL REPORT: The financial report (attached) was shared with the Board. All bills have been paid. One 12-month and one 24-month CD have been purchased through Edward Jones with interest rates above 4%. We received over \$13,600 in Kane County Tax Settlement monies in October.
7. APPROVAL OF OCTOBER 2022 EXPENDITURES: There were no unusual expenditures in October. Wendy Peck moved to approve the October 2022 expenditures; seconded by Jody Springsteen. Passed by unanimous voice vote.
8. DIRECTOR'S REPORT: Attached. KPLD Director Shayne Phillips submitted her report on library activities and the board calendar for November-December. Patrons checked out 421 materials in October. We had 475 patron visits during this time, registered/renewed 4 patrons and added 54 new materials to the collection. Three KCCC classes are now visiting each Friday for story-time. These sessions are also open to the public. Shayne reminded the board of the mandatory trainings as well as report deadlines. She has completed the final report for the Bouncing Back from the Pandemic grant and is currently working on the Per Capita and AgeGuide grants. The new winter hours are now in effect.
9. COMMITTEE REPORTS:
 - Policy and Procedure: None
 - Facility: None
 - Personnel: None
 - Outreach: None
 - Finance: None

10. OLD BUSINESS

- a. *Board elections*: Reminded those running to start collecting signatures.
- b. *Internet and Phone Utilities*: Staying with ATT for the time being.
- c. *Sexual Harassment Training*: This online training must be completed by all board members by the December meeting.

10. NEW BUSINESS

- a. *Per Capita Grant*: We will look at areas for improvement at next month's meeting.
- b. *Maintenance Opening*: Shayne is exploring options.
- c. *Christmas in Kaneville*: Will have an expanded book sale, crafts and refreshments. Will also be hosting the Legend of St. Nicholas on Saturday, December 10 at 1pm, a joint program with the Kaneville Historical Society.

11. CLOSED SESSION: None

12. ADJOURNMENT: Carol Alfrey moved, and Karen Flamand seconded adjourning the meeting; passed by unanimous voice vote. The meeting was adjourned at 7:32 pm.

Respectfully submitted,

Carol Alfrey, KPLD Board Secretary