

## Minutes

### **Regular Meeting of the Board of Trustees Kaneville Public Library District Tuesday, November 7, 2023**

1. **CALL TO ORDER:** The October KPLD Board of Trustees meeting was called to order at 6:41 pm, by President Karen Flamand.
2. **ROLL CALL:** In attendance were Board members Karen Flamand, Jody Springsteen, Leanne Gramley, Sheryl Behm, Wendy Peck, Jean Blazey, and Carol Alfrey. Director Shayne Phillips was also in attendance.
3. **APPROVAL OF THE AGENDA:** Leanne Gramley moved, and Sheryl Behm seconded approval of the agenda as presented. This passed by unanimous voice vote.
4. **PUBLIC COMMENTS:** None
5. **APPROVAL OF THE OCTOBER BOARD MEETING MINUTES:** Sheryl Behm moved, and Jean Blazey seconded approval of the October Board Meeting minutes as presented. Passed by unanimous voice vote.
6. **FINANCIAL REPORT:** The financial report (attached) was shared with the Board. All bills have been paid. The CD at Edward Jones will be maturing soon and will be transferred to Resource Bank. Sheryl learned that the library, because it is tax-supported, cannot invest through a brokerage firm. She is slowly moving accounts from Old Second to Resource Bank in Kaneville. The library also received Kane County tax settlement money this month.
7. **APPROVAL OF OCTOBER 2023 EXPENDITURES:** There were no unusual expenditures in October. Jody Springsteen moved to approve the October 2023 expenditures; seconded by Wendy Peck. 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. In October patrons checked out 480 materials and we had 441 visitors. We also registered/renewed 9 patrons and had 2, 1-on-1 technology sessions. There were 5 grab and go craft participants, 16 attendees at our make a monster activity day, and 3 attendees at the adult book club.
9. **COMMITTEE REPORTS:**
  - Policy and Procedure: No report
  - Facility: Shayne reached out to the township to suggest a meeting with all the building tenants to discuss future needs and plans. She also reported that the locks for the entire building have been changed.
  - Personnel: Shayne will wait until next year to fill the open position as we will need to update the hiring rate due to the minimum wage increase.
  - Outreach: No report.
  - Finance: Committee will meet prior to the Levy meeting in November.

10. OLD BUSINESS

a. *Strategic Planning Committee*. Will meet in January in place of the regular board meeting to review the existing plan and suggest future direction. The committee is composed of Carol Alfrey, Karen Flamand, Jody Springsteen. Other members are welcome to join. The tentative date and time are January 9 at 11 am.

10. NEW BUSINESS:

a. *Christmas in Kaneville*. The board is encouraged to bring treats. The staff will have crafts and story time for kids. All children will be given stamp cards to take to each stop around town that morning.

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 7:19 pm.

Respectfully submitted,



Carol Alfrey, KPLD Board Secretary