

Minutes

Regular Meeting of the Board of Trustees Kaneville Public Library District Tuesday, October 1, 2024

1. CALL TO ORDER: The October KPLD Board of Trustees meeting was called to order at 6:32 pm, by President Karen Flamand.
2. ROLL CALL: In attendance were Board members Karen Flamand, Jody Springsteen, Leanne Gramley, Wendy Peck, Jean Blazey, and Carol Alfrey. Director Shayne Phillips was also in attendance. Sheryl Behm was absent.
3. ADDITION TO THE AGENDA: None
4. APPROVAL OF THE AGENDA: Wendy Peck moved, and Jean Blazey seconded approval of the agenda as presented. This passed by unanimous voice vote.
5. PUBLIC COMMENTS: None
6. APPROVAL OF THE ANNUAL BUDGET AND APPROPRIATION MEETING MINUTES: Jody Springsteen moved, and Wendy Peck seconded approval of the Annual Budget and Appropriations meeting minutes as presented. Passed by unanimous voice vote.
7. APPROVAL OF THE SEPTEMBER BOARD MEETING MINUTES: Jean Blazey moved, and Jody Springsteen seconded approval of the September Board meeting minutes as amended.
8. FINANCIAL REPORT: The financial report (attached) was shared with the Board. All bills have been paid.
9. APPROVAL OF SEPTEMBER 2024 EXPENDITURES: There were no unusual expenditures in September. Carol Alfrey moved to approve the September 2024 expenditures: seconded by Karen Flamand. Passed by unanimous voice vote.
10. DIRECTOR'S REPORT: Attached. KPLD Director Shayne Phillips submitted her report on library activities and the board calendar for October-December. Friday Library Storytime is continuing into fall. October kicks off the library's participation in the Illinois Libraries Presents series. DNR sponsored Smokey Bear Reading challenge continues through the end of November. In September, patrons checked out 405 materials and we had 419 visitors. We registered/renewed 4 patrons. So far this year we have registered or renewed 60 patron library cards. We also had 37 digital checkouts with Boundless (6 eBooks and 31 e-Audiobooks). Shayne will be out of town at the end of the month and asked the board if they could cover a few hours in her absence. Jody Springsteen, Jean Blazey and Carol Alfrey volunteered.
11. COMMITTEE REPORTS:
 - Policy and Procedure: Shayne has drafted policies related to Remote attendance and Outside meetings. The subcommittee will review in November.

- Facility: None
- Personnel: None
- Outreach: Wendy Peck promoted Library Card Sign Up at Harter Middle School; posters were displayed throughout the month of September.
- Finance: Levy meeting in November.
- Strategic Planning: The committee will meet to review the draft of the Strategic Plan.

12. OLD BUSINESS: None

13. NEW BUSINESS:

- a. Schedule Committee meetings as needed: On hold until November.

12. CLOSED SESSION: None

13. ADJOURNMENT: Carol Alfrey moved, and Jean Blazey seconded adjourning the meeting; passed by unanimous voice vote. The meeting was adjourned at 7:00 pm.

Respectfully submitted,

Carol Alfrey, KPLD Board Secretary