

## Minutes

### **Regular Meeting of the Board of Trustees Kaneville Public Library District Tuesday, October 3, 2023**

1. **CALL TO ORDER:** The October KPLD Board of Trustees meeting was called to order at 6:48 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 B&A 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.
6. **APPROVAL OF THE SEPTEMBER BOARD MEETING MINUTES:** Sheryl Behm moved, and Jean Blazey seconded approval of the September Board Meeting minutes as presented. Passed by unanimous voice vote.
7. **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 Sheryl will check interest rates before renewing. She reported that more tax revenue was coming this month. The board discussed the phone and internet situation and whether we needed to explore some other options. For now, Blast internet is working well; ATT is providing phone and fax lines.
8. **APPROVAL OF SEPTEMBER 2023 EXPENDITURES:** There were no unusual expenditures in September. Jody Springsteen moved to approve the September 2023 expenditures; seconded by Karen Flamand. Passed by unanimous voice vote.
9. **DIRECTOR'S REPORT:** Attached. KPLD Director Shayne Phillips submitted her report on library activities and the board calendar for October-December. In September, patrons checked out 464 materials and we had 404 visitors. We also registered/renewed 6 patrons and had 5, 1-on-1 technology sessions. There were 17 grab and go craft participants and 3 attendees at the adult craft night. The board thanked Shayne for her 5 years as KPLD director. She will be gone during the week of October 16<sup>th</sup> and ask that the board check in on the 16<sup>th</sup> and 18<sup>th</sup> as Cassidy will be working on her own those days.
10. **COMMITTEE REPORTS:**
  - Policy and Procedure: No report
  - Facility: Discussed the recent Township announcement regarding the future of the Community Center. People are encouraged to attend the Township meetings or talk to board members about their concerns and ideas.

- Personnel: Nick has taken a new job and is working fewer hours. Shayne has posted the opening.
- Outreach: No report.
- Finance: Committee will meet prior to the Levy meeting in November.

10. OLD BUSINESS

a. None

11. NEW BUSINESS:

- a. *FY25 Levy* (see committee report)
- b. *Strategic Planning Committee*. Board members Carol Alfrey, Leanne Gramley, Jean Blazey, and Karen Flamand agreed to serve on this committee.

12. CLOSED SESSION: None

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

Respectfully submitted,



Carol Alfrey, KPLD Board Secretary