

Farmington Area Public Library District
Regular Board Meeting Minutes
Monday, December 18, 2023 6:00 PM

I. CALL TO ORDER

President Connell called the meeting to order at 6:10 p.m.

II. ROLL CALL AND DETERMINATION OF QUORUM

Roll Call by Secretary Lettow - members present: Sara Balagna, Linda Bearden, Maggie Connell, Kristi Gronewold, Elise Haroldson, Nicole Lettow, Lisa Uptmor. Also present: Director Rebecca Seaborn and Recording Secretary Jeanne Thomas.

III. RECOGNITION OF VISITORS TO THE MEETING

No Visitors.

IV. APPROVAL OF THE AGENDA

Trustee Lettow moved to approve the agenda. Trustee Balagna seconded. There was unanimous approval.

V. PUBLIC INPUT

No Input.

VI. COMMUNICATIONS TO THE BOARD

Thank you notes from the FAPLD Staff were passed around for the Board Members to read.

VII. REGULAR BOARD MEETING MINUTES: NOVEMBER 20, 2023

Trustee Uptmor moved to approve the minutes. Trustee Haroldson seconded. There was unanimous approval.

VIII. BILLS NOVEMBER 2023

Approval of bills: Resolved that the bills in the amount of \$14,776.32 be approved. Trustee Balagna moved to approve the bill list. Trustee Lettow seconded. The roll call vote was unanimous in approval.

IX. TREASURER'S REPORT NOVEMBER 2023

Trustee Bearden moved to approve the Treasurer's Report. Trustee Balagna seconded. The roll call vote was unanimous in approval.

X. DIRECTOR'S REPORT

There has been no update on the solar project. Director Seaborn will soon finalize the Epson contract with City Blue and then will arrange for Xerox to pick up their copy machine. Decennial Reports have been sent to the county clerks. She will be meeting with Dan Kiesewetter to go over our yearly review.

Director Seaborn has not attended any meetings this month but has been kept up to date via emails. RSA has posted the registration for RSA Day 2024 which will be in March. She has asked the Staff to register for this staff development opportunity. As we have previously done, the library will be closed that day.

The set up for Find More Illinois will be finalized in January. It will be available for our patrons in January or the first of February. After School Programs will start again after the new year and

another 3-D printing club will start in February. The open house for the first 8-week 3-D printing session was very well attended. The third 5th grade class came for their technology day. This may be something we continue doing in the coming years. There will be a children's nerf night and a teen nerf night to conclude our events for this year.

The review audit is complete and has been sent to Standard & Poor for our global rating. The Audit Report and Annual Financial Report have been sent to the County Clerks offices.

XI. COMMITTEE REPORTS

No Reports.

XII. UNFINISHED BUSINESS

No Unfinished Business

XIII. NEW BUSINESS

A. Personnel Policy

Director Seaborn presented the revised personnel policy to the board members. They reviewed and discussed it.

Trustee Lettow moved to approve the Personnel Policy as presented with changes discussed. Trustee Gronewold seconded. The roll call vote was unanimous in approval.

B. Computers

Facet Technologies has alerted us to a potential problem with our staff computers reaching "end of life." Director Seaborn has a few questions regarding this since the computers were purchased in 2019. She just wanted to make the Board aware of this issue and will update the board after discussing with Facet.

XIV. CLOSED SESSION

No Closed Session.

XV. ADJOURNMENT

Trustee Lettow motioned to adjourn the meeting. Trustee Haroldson seconded. There was unanimous approval. The meeting was adjourned at 7:22 p.m.

Respectfully submitted,

Nicole Lettow, Secretary
Jeanne Thomas, Recording Secretary