

**Farmington Area Public Library District
Regular Board Meeting Minutes
Monday, July 17, 2023 6:00 PM**

I. CALL TO ORDER

President Connell called the meeting to order at 6:07 p.m.

II. ROLL CALL AND DETERMINATION OF QUORUM

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

Not present: John Martin

III. RECOGNITION OF VISITORS TO THE MEETING

No Visitors.

IV. APPROVAL OF THE AGENDA

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

V. PUBLIC INPUT

No Input.

VI. COMMUNICATIONS TO THE BOARD

Secretary Lettow read a thank you card from the Peoria Rivermen and an award letter from the Community Fellows 3x3 Challenge \$300 Grant sponsored by the Citizen Science Programs from the Division of Agricultural Sciences and Natural Resources at Oklahoma State University. She also read a letter from Mid Century who donated a \$200 gift card to booksamillion.com to the library and she read a note received from the 'contact us' feature on our website from one of our patrons who complimented the new website and our Tik Tok account.

VII. REGULAR BOARD MEETING MINUTES: JUNE 19, 2023

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

VIII. BILLS JUNE 2023

Approval of bills: Resolved that the bills in the amount of \$15,647.10 be approved. Trustee Balagna moved to approve the bill list. Trustee Bearden seconded. The roll call vote was unanimous in approval.

IX. TREASURER'S REPORT JUNE 2023

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

X. DIRECTOR'S REPORT

The new website is up and running. All the bathroom facet supply lines have now been replaced and the landscaping has been completed. Director Seaborn has been in contact with Dan regarding the solar project. He assured her that even though the inverter equipment delivery has been delayed there will be no issues regarding our completion deadline as they will just file for an extension via email.

Director Seaborn and Jeanne have been researching the Paid Leave Act that goes into effect January 1, 2024 and how it will impact our employees. They are also looking into the State Retirement Plan Mandate and the library's responsibility regarding that mandate. They have started collecting the information requested by the auditor in preparation for the Library's annual financial review. The library received the PPRT from the City of Farmington as well as property tax disbursements from both Fulton and Peoria Counties.

The juvenile Christian fiction collection and Who Was/Is book collection have been greatly added to over the summer. Books have been taken to Rogy's Daycare and Little Farmers. We circulated 1,671 more items in June than in the month of May. Summer Reading was a big success this year with 310 participants. There were four prize winners and one overall reader award. Several programs have been planned for July. Amanda will represent the library at registration day for the Farmington Central School District on July 20th.

XI. COMMITTEE REPORTS

No Reports.

XII. UNFINISHED BUSINESS

A. FAPLD Material and Donation Policy

1. Director Seaborn presented the policy as discussed at the June meeting.
2. Trustee Balagna moved to approve the FAPLD Material and Donation Policy as presented. Trustee Lettow seconded. There was unanimous approval.

XIII. NEW BUSINESS

A. Ordinance 23-02 Building & Maintenance Ordinance

Director Seaborn discussed Ordinance 23-02.

Trustee Lettow moved to approve Ordinance 23-02 Building & Maintenance as presented. Trustee Uptmor seconded. The roll call vote was unanimous in approval.

B. Illinois Libraries Presents intergovernmental agreement

Director Seaborn presented the Illinois Libraries Presents intergovernmental agreement to the board members along with a list of the area libraries that already participate in this agreement. Joining this program will allow our patrons access to 11 virtual programs from September, 2023 through May 2024.

Trustee Bearden moved to approve the Illinois Libraries Presents intergovernmental agreement as presented. Trustee Haroldson seconded. The roll call vote was unanimous in approval.

C. Staff Reviews

Director Seaborn passed around the staff review sheets for the board members to look over.

D. Mission Statement

Director Seaborn and the Board reviewed and discussed the Mission Statement.

Trustee Uptmor made a motion to approve the Mission Statement as presented. Trustee Balagna seconded. There was unanimous approval.

E. Blood-borne Pathogens Policy

Director Seaborn and the Board reviewed and discussed the Blood-borne Pathogens Policy.

Trustee Lettow made a motion to approve the Blood-borne Pathogens Policy as presented. Trustee Balagna seconded. There was unanimous approval.

XIV. CLOSED SESSION

No Closed Session

XV. ADJOURNMENT

Trustee Uptmor motioned to adjourn the meeting. Trustee Bearden seconded. There was unanimous approval. The meeting was adjourned at 6:56 p.m.

Respectfully submitted,

Nicole Lettow, Secretary
Jeanne Thomas, Recording Secretary