

**Farmington Area Public Library District  
Regular Board Meeting Minutes  
Monday, November 18, 2024 6:00 PM**

**I. CALL TO ORDER**

President Connell called the meeting to order at 6:08 p.m.

**II. ROLL CALL AND DETERMINATION OF QUORUM**

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

Not Present: Sara Balagna

**III. RECOGNITION OF VISITORS TO THE MEETING**

No Visitors

**IV. APPROVAL OF THE AGENDA**

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

**V. PUBLIC INPUT**

No Input

**VI. COMMUNICATIONS TO THE BOARD**

Secretary Lettow read a thank you submitted online from Gary Howell. She also read an article in The Forgottonia Times about our 10-year anniversary.

**VII. REGULAR BOARD MEETING MINUTES: OCTOBER 21, 2024**

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

**VIII. BILLS OCTOBER 2024**

Approval of bills: Resolved that the bills in the amount of \$5,937.42 be approved. Trustee Haroldson moved to approve the bill list. Trustee Bearden seconded. The roll call vote was unanimous in approval.

**IX. TREASURER'S REPORT OCTOBER 2024**

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

**X. DIRECTOR'S REPORT**

Spoon River Mechanical completed the HVAC fall service. No issues were found. The light switch in our display case broke but has now been replaced. Director Seaborn reached out to Trey David from Facet Technologies regarding reducing the labor costs on his quote. She has not heard back from him. She received a phone call from Mayor Ken Stufflebeam regarding the City's initiative to extend the road in front of the library and the city's plans on including an entrance from the road into the library parking lot at their cost.

Director Seaborn will be starting the Per Capita grant paperwork for 2025. She has started researching the planning process for the pavilion. Three election petitions have been turned in. Dan Kiesewetter of Kiesewetter Insurance should be scheduling our yearly meeting to go over the insurance coverage.

Director Seaborn met with Patty Kweram from RSA to discuss the library's settings, changes that need to be made and future things we would like to see happen with RSA. Website ADA compliance has been a big topic at the director's meetings. Director Seaborn has scheduled a meeting with Streamline about the library's website compliancy.

Collection purchasing is caught up. The "Staff Picks" display has been a great source of checkouts. The blood drive with Impact Life went really well and we met our goal. All the after-school clubs for this session are full. Director Seaborn spoke with the auditor and she felt that they should be able to get our audit done by the end of the year.

#### **XI. COMMITTEE REPORTS**

No Reports

#### **XII. UNFINISHED BUSINESS**

No Business

#### **XIII. NEW BUSINESS**

##### **A. Discussion of Per Capita Grant – Serving Our Public 4.0**

Director Seaborn and the Board reviewed and discussed the Serving Our Public 4.0 Standards for Illinois Public Libraries 2024 checklist.

##### **B. Holiday Bonus**

Trustee Lettow motioned to give staff holiday bonuses based on last year's bonus amounts. Trustee Connell seconded. The roll call vote was unanimous in approval.

#### **XIV. CLOSED SESSION**

No Closed Session

#### **XV. ADJOURNMENT**

Trustee Lettow motioned to adjourn the meeting. Trustee Uptmor seconded. There was unanimous approval.

President Connell adjourned meeting at 7:09 p.m.

Respectfully submitted,

Nicole Lettow, Secretary  
Jeanne Thomas, Recording Secretary