

*Approved  
12/3/2019*

**DAUGHERTY PUBLIC LIBRARY**  
**November 5, 2019**  
**Daugherty Public Library – 7:00 PM**

**Board members present:** Sheryl Frederich, Rick Aguirre, Monte Miller, Rich Bright, Kimberley Kuni, Marlene Kolbe

**Board members absent:** Ken Grassel

**Librarian present:** Carol Brockmeyer

**Guest:** Attorney Mark Peebles

**Community members present:** none

The meeting was called to order by president Kimberley Kuni at 7:04 PM.

**Minutes from the October 1<sup>st</sup> meeting were read.** Corrections were made to the misspelling of the name of the CPA firm used for the annual audit.

Motion made by Bright, second by Frederich to accept the minutes as read with corrections made.

Motion passed. Miller abstained from voting due to his meeting absence in October.

The meeting was turned over to Mark Peebles who reported on the annual budget as submitted to him. A notice about the budget was published Sunday, November 2<sup>nd</sup>, along with an appropriation order. Discussion was held as line items were reviewed. Carol Brockmeyer was told the cost for INTUIT could be included in the line item for salaries. Mr. Peebles stated the library showed favorable financial data with the annual budget based on an increase in taxes as well as an increase in assessed values of property. A potential 5% increase in tax levy would need a truth in taxation meeting. To avoid this, it was suggested to propose less than 5% increase in the tax levy which would certify this meets the needs of the library without having a tax levy meeting. This would be an approximate \$8400.00 in tax extension. Motion made by Aguirre, second by Miller to do an \$8400 extension staying under the 5% increase. Motion passed.

Mr. Peebles will bring the revised budget to the December meeting. The board will then vote to pass the budget followed by a vote to pass the tax levy.

The treasurer's report was presented and bills were discussed. Motion made by Miller to accept the bills as presented, second by Aguirre. Motion passed.

Carol Brockmeyer, librarian, has been seeking answers from an insurance broker, Cornerstone, about health care coverage. Because communication with Cornerstone has not been successful, it was suggested that Taake insurance brokers in Columbia be approached about the same issue which Carol agreed to do by December board meeting.

The library has posted a "No Skateboarding" sign in the library entrance area, visible to those who are outside.

The board packet contained an invite to a library Board/Staff meeting at Chatham, IL on November 16<sup>th</sup>.

**New Business:** Discussion was held regarding inclement weather, school closing, and if the library should follow the parameters established by school District #196. Rich Bright suggested the library

call Sugarloaf Township and be included in the Code Red calls that go out to all residents. No vote was taken on this issue.

The closing of the school district and or library brought up discussion about possible "Winter Hours" at the library which might be a way to lessen staff and library costs. Shortening the length of weekday hours, closing on Saturdays, shortening hours on Saturday, were items reviewed. Further discussion will occur at the December board meeting. No vote on this issue.

The Vacation/Sick Leave/Personal Leave policy presented at the October meeting was read. Discussion occurred with Frederich making the motion to accept the policy as presented, Miller second, motion passed.

**Old Business:** In accordance with Federal guidelines, the minimum wage of employee Beau Vanover will be increased January 1, 2019 to \$9.25 per hour.

Marlene Kobe expressed the desire for the board to look at a strategic plan, encompassing a five year action plan including the use of resources, financial planning, capital development, etc. This would give specific direction to what the library needs to accomplish in order to be more efficient. Marlene also suggested that the library anti-discrimination policy include the words "sexual idenntity."

No other old business was presented.

Motion made by Frederich, second by Aguirre to adjourn. Motion passed.  
Meeting adjourned at 8:14 pm

Submitted by Marlene Kolbe, Secretary

#### **TRUST MEETING:**

Daugherty Library Trust meeting was called to order at 8:14 by President Kuni.

Minutes from the October trust meeting were read. Motion made by Bright, second by Aguirre to accept minutes. Motion passed.

**Old Business:** It is imperative that Kimberley Kuni and Rich Bright's name be added to the Trust and Endowment accounts at Scott Credit Union. Alice Stanger, Adeline Sperry, Richard Lindhorst names must be removed. Marlene and Carol will see to it that the correct documents, on library letterhead be prepared for this. Kimberley and Carol will set up the meeting at a mutually agreeable time, on a Tuesday, Thursday, or Friday.

**No New Business.**

Motion made by Frederich, second by Miller to adjourn. Motion passed. Meeting adjourned at 8:19 PM.

Submitted by Marlene Kolbe, Secretary