

Genoa Public Library
Board of Trustee Meeting Minutes
August 16, 2021

- I. BUDGET HEARING – The Budget Hearing was called to order at 7:00 pm. No public members were in attendance. The Budget Hearing was adjourned in due form at 7:01 pm.
- II. CALL TO ORDER – Meeting was called to order at 7:01 pm by Board President Jim Hansen. Trustees present: Steven Veeneman, Donna Bradshaw, and Jennifer Lechelt. Trustees absent: Julie Leffelman. Also present: Library Director Jen Barton.
- III. APPROVAL OF AGENDA – Steven moved to approve the agenda, second by Jennifer. Vote: Yes/4, No/0
- IV. PUBLIC COMMENT – None
- V. PRESENTATIONS – None
- VI. APPROVAL OF MINUTES – Steven moved to approve the minutes from July 19, 2021. Second by Donna. Vote: Yes/4, No/0
- VII. CORRESPONDENCE
 - i. Jen shared that the library received a thank you letter and a \$10 donation from an individual in Iowa whom we assisted with some genealogy research.
- VIII. TREASURER’S REPORT – Steven moved that we place \$16,307.02 on the record for audit for the month of July. Second by Donna. A roll call vote was taken: Steven-yes, Jim-yes, Jennifer-yes, Donna-yes
- IX. OLD BUSINESS
 - i. Items on the Project List were reviewed and the list will be updated to reflect progress and completion of current items.
 - ii. Items in the Strategic Plan Workbook were reviewed and the list will be updated to reflect progress and completion of goals.
- X. NEW BUSINESS
 - i. Steven made a motion to approve the Building Maintenance Ordinance 21-02. Second by Jennifer. A roll call vote was taken: Donna-yes, Jim-yes, Jennifer-yes, Steven-yes
 - ii. Steven made a motion to accept the Secretary’s Audit completed by Steven Veeneman and Donna Bradshaw and to approve the Illinois Public Library Annual Report for submittal to the Illinois State Library. Second by Jennifer. Vote: Yes/4, No/0
 - iii. Steven made a motion to transfer our FY2020 surplus funds in the amount of \$6,520.90 from our Corporate account to our Special Reserve account. Second by Jennifer. A roll call vote was taken: Jim-yes, Jennifer-yes, Donna-yes, Steven-yes
 - iv. Steven made a motion to renew our Energy Savings Agreement with Smith-Dahlquist. Second by Donna. A roll call vote was taken: Donna-yes, Jim-yes, Jennifer-yes, Steven-yes
 - v. Steven made a motion to extend the requirement that all patrons and staff wear masks while in any library building until further notice. Second by Donna. Vote: Yes/4, No/0
- XI. STANDING COMMITTEES
 - a. Finance – None
 - b. Technology – None
 - c. Facilities – None
 - d. Policy - None
- XII. DIRECTOR’S REPORT AND MONTHLY STATISTICS – Presented
- XIII. CLOSED SESSION – None
- XIV. ADDITIONAL DISCUSSION
 - i. Jen shared an overview of the statistics from our Summer Reading 2021 program.
- XV. ADJOURNMENT – The meeting was adjourned in due form at 8:04 pm.

Next Meeting: September 20, 2021

***ALL BOARD MEMBERS, STAFF, AND PUBLIC ATTENDEESS WERE REQUIRED TO MAINTAIN PROPER PHYSICAL DISTANCING (AT LEAST 6 FEET APART) WHILE PARTICIPATING IN THE MEETING.**