

**Genoa Public Library**  
Board of Trustee Meeting Minutes  
July 18, 2022

- I. CALL TO ORDER – Meeting was called to order at 7:00 pm by Board President Jim Hansen. Trustees present: Steven Veeneman, Donna Bradshaw, Jennifer Lechelt, and Julie Leffelman. Trustees absent: Isabella Giannelli. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA – Steven moved to approve the agenda, second by Donna. Vote: Yes/5, No/0
- III. PUBLIC COMMENT – None
- IV. PRESENTATIONS – None
- V. APPROVAL OF MINUTES – Steven moved to approve the minutes from May 16, June 20, and June 30, 2022. Second by Jennifer. Vote: Yes/5, No/0
- VI. CORRESPONDENCE
  - i. Library Director Jen Barton read an email received through the website asking the library to consider hosting blood drives.
  - ii. Library Director Jen Barton read a letter from the Secretary of State awarding the library a FY 2022 Illinois Public Library Per Capita Grant in the amount of \$7,762.93.
  - iii. President Jim Hansen shared that Trustee Isabella Giannelli contacted him via phone and resigned from the Board. The Board accepted her resignation with regret.
- VII. TREASURER’S REPORT – Steven moved that we place \$24,182.90 on the record for audit for the month of May. Second by Jennifer. A roll call vote was taken: Steven-yes, Jim-yes, Julie-yes, Donna-yes, Jennifer-yes. Steven moved that we place \$21,623.97 on the record for audit for the month of June. Second by Donna. A roll call vote was taken: Steven-yes, Jim-yes, Julie-yes, Donna-yes, Jennifer-yes
- VIII. 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 on the Strategic Plan Progress Report were reviewed and the list will be updated to reflect progress and completion of goals.
- IX. NEW BUSINESS
  - i. Steven made a motion to accept the Management and Support Proposal from CMJ IT Solutions in Sycamore as presented. Second by Jennifer. A roll call vote was taken: Donna-yes, Jim-yes, Julie-yes, Steven-yes, Jennifer-yes
  - ii. Discussion of the Staff Wage Recommendation for FY2022-23 was tabled until Closed Session later in the meeting.
  - iii. Library Director Jen Barton presented revisions to the Cards for Kids Act section of the Library Cards Policy to reflect that certification will be done by the local school district instead of in-house.
  - iv. Steven made a motion to approve the Building Maintenance Ordinance 22-01 as presented. Second by Jim. A roll call vote was taken: Steven-yes, Jim-yes, Julie-yes, Donna-yes, Jennifer-yes
- X. STANDING COMMITTEES
  - a. Finance – None
  - b. Technology – None
  - c. Facilities – None
  - d. Policy - None
- XI. DIRECTOR’S REPORT AND MONTHLY STATISTICS – Presented
- XII. FUTURE AGENDA ITEMS – None
- XIII. ADDITIONAL DISCUSSION

- XIV. CLOSED SESSION – At 8:13 pm, Jennifer made a motion to go into closed session pursuant to 5 ILCS 120 of the Open Meetings Act for the consideration of 5 ILCS 120/2(c)1 to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel, including hearing testimony of a complaint lodged against an employee or against legal counsel to determine its validity. Second by Steven. Vote: Yes/5, No/0. Closed session was adjourned at 8:49 pm. Open session was resumed at 8:50 pm and the following motions were made:
- i. Jim made a motion to award all library staff a 3% salary increase. Second by Steven. A roll call vote was taken: Donna-yes, Julie-yes, Jim-yes, Steven-yes, Jennifer-yes
  - ii. Jim made a motion to employ Library Director Jen Barton for fiscal year 2022-23. Second by Donna. Vote: Yes/5, No/0
- XV. ADJOURNMENT – The meeting was adjourned in due form at 9:00 pm.

**Next Meeting: August 15, 2022**