

Minutes from the Regular Meeting
Prairie Skies Public Library District
Ashland Location
August 8, 2023

The regular board meeting was called to order at 6:00 pm by Jan Davis.

Attendance:

Trustees Present: Jan Davis, Diane Hatcher, Jennifer Petefish, Jon Klepzig, Kevin Kesselring

Trustees Absent: Robert Butcher, Rachel Kocis

Staff Present: Cindy Boehlke, Director; Kelly Greene, Board Clerk; Aaron Houser, Librarian

Visitors: None

Regular Agenda Items: The agenda was approved as amended on a motion by Hatcher, seconded by Klepzig.

Approve Previous Minutes: Minutes from the regular meeting held July 11, 2023 were approved as amended on a motion by Petefish, seconded by Kesselring.

Financial Report:

Prepared and presented by Kelly Greene for July 2023.

Submit Bills:

Bills submitted for tonight were submitted totaling \$6,453.81. Motion to pay bills by Klepzig with a second by Petefish.

Ayes: Davis, Hatcher, Petefish, Klepzig, Kesselring Nay: 0 Absent: Butcher, Kocis

Administrators Report: Boehlke presented the report of Library Statistics for the prior month. Boehlke provided her report of activities at the branches, upcoming events, and staff attendance at workshops in her absence.

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Committee Reports:

The By-Law/Policy Committee met prior to the meeting tonight to review policies. On a motion by Petefish, seconded by Klepzig to approve all revisions. The committee will meet again in October to review the new State of Illinois Paid Leave Act requirements that will be effective January 1, 2024.

Friends of the Library

No Report

Old Business

Roofing bids for the Ashland location were reviewed from two separate contractors. It was discussed that roof repairs would need to be completed prior to any solar panel projects are completed. On a motion by Klepzig, seconded by Kesselring the quote provided by Holthaus Companies Inc from Canton, Illinois in the amount of \$50,805. Ayes: Davis, Hatcher, Petefish, Klepzig, Kesselring Nay: 0 Absent: Butcher, Kocis On a separate motion by Kesselring, seconded by Klepzig, it was approved to make a permanent fund transfer in the amount of \$50,000 from the General Fund to the Building Maintenance Fund in order to fund

the project. Ayes: Davis, Hatcher, Petefish, Klepzig, Kesselring Nay: 0 Absent: Butcher, Kocis. At the September meeting, the final appropriation ordinance will be adjusted to allow for this roof project to be completed.

New Business

Cindy reported on information she learned regarding the Library offering the sale of automobile renewal stickers. After learning about the cost of the project and other processes required, it was determined to not go forward with the project.

Executive Session

On a motion by Klepzig, seconded by Petefish, the Board entered Executive Session at 6:53pm for the purpose of discussion personnel matters.

On a motion by Petefish, seconded by Klepzig, the Board returned to Open Session at 6:56pm.

On a motion by Hatcher, seconded by Petefish, the Board accepted the resignation of Leedah Scheer. For the near future, the remaining staff will absorb the hours worked by Leedah.

On a motion, the meeting was adjourned at 7:01pm.

The next meeting will be held September 12, 2023 at 6:00pm, in Pleasant Plains.

Respectfully submitted,
Kelly S. Greene
Board Clerk