

Minutes from the Regular Meeting  
Prairie Skies Public Library District  
Ashland Location  
August 10, 2021

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

Attendance:

Trustees Present: Jan Davis, Diane Hatcher, Robert Butcher, Jennifer Petefish, Meghan Miller, Rachel Kocis (arrived late)

Trustees Absent: None

Staff Present: Kathleen Roegge, Director; Kelly Greene, Board Clerk, Deb Gruen, Librarian, Cindy Boehlke, New Director

Visitors: John Klepzig, potential Library Trustee

The Oath of a Library Trustee was taken by Diane Hatcher, Meghan Miller, that were recently re-elected to the Library Board for a term of 4 years and also by Rachel Kocis, who was appointed to a 2-year term.

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

Approve Previous Minutes: Minutes from the regular meeting held July 13, 2021 were presented and approved as amended by Petefish and seconded by Hatcher.

Financial Report:

Prepared and presented by Kelly Greene for July 2021.

Submit Bills:

Bills submitted for tonight were submitted totaling \$10,914.74. Motion to pay bills by Petefish with a second by Butcher.

Ayes: Davis, Butcher, Hatcher, Petefish, Miller, Nay: 0 Absent: Kocis

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

- An application has been made to the Tracy Foundation for the Capacity Grant – Jumpstart Fundraising. The Tracy Foundation will reimburse us for the \$5,000 cost to participate in the program.
- Work has started on the Illinois Public Library Annual Report that is due in September.
- We continue to restart programs/groups that were on a pause during the COVID pandemic, including the LEGO group, iPads in the Children area and also the comfortable seating for computer and toy areas.
- Updates have been given on the Summer Reading Program results and participation.

Committee Reports:

None

### Friends of the Library

The Friends will have their next meeting in October and will also be holding a book sale in the Pleasant Plains Community Center. The “Best Friend” of the Library for this year was chosen as Dorothy Newell.

### Old Business

- A discussion was held regarding the COVID reopening plan. Curbside and delivery options are still available to patrons who request it. Masks will be required in the buildings for patrons who are not vaccinated as of now, but we will continue to monitor State of Illinois and IDPH guidelines.
- We have one Trustee vacancy at this time. John Klepzig is in attendance today, and the Trustees had an opportunity to hear from him and ask questions. Consideration for appointment will be considered and acted upon at the next Board meeting.
- Cindy Boehlke has started employment at the Library as our next Director. Kathy has been working with Cindy to make the transition when Kathy leaves in September. Kathy is suggesting that Cindy attend the ARSL conference in Nevada, which will be paid for by the Tracy Foundation. Our cost will only be for \$337. Cindy’s attendance at the conference was approved on a motion by Hatcher, seconded by Petefish. Ayes: Davis, Butcher, Hatcher, Petefish, Miller, Kocis Nay: 0 Absent: 0
- Kathy also suggested the Cindy will need a new laptop at a cost not to exceed \$1,000. A motion was made to approve the purchase of the computer by Miller, seconded by Kocis. Ayes: Davis, Butcher, Hatcher, Petefish, Miller, Kocis Nay: 0 Absent: 0

### New Business

- The IPLAR report is being completed and will be filed by the September due date.
- Board Committees have been put together for the coming year and each trustee was given a listing of the committees and their members.
- The Election of Officers for the upcoming year was discussed and on a motion, the Officers will remain the same with the President as Jan Davis, the Secretary as Jennifer Petefish, and the Treasurer as Bob Butcher.
- A proposed policy was discussed call the PSPLD Remote Attendance which will allow trustees to attend meetings remotely if necessary due to personal illness, employment purposes or family or other emergencies. The majority of the remaining members will vote to approve the participation by remote by the trustee. The policy was approved on a motion by Miller, with a second by Butcher.

### Executive Session

The Board entered closed session at 7:16pm for the purpose of discussing personnel issues, based on a motion by Miller and a second by Petefish. The Board moved back to open session at 7:23pm, based on a motion by Butcher and a second by Petefish. Based on a motion by Butcher, seconded by Miller it was approved for Kathy Roegge to stay on salary until September 14 and then to move to hourly at her current pay rate on an as needed basis.

### Committees to Meet:

None

On a motion by Hatcher, with a second by Butcher it was approved to donate a Non-Resident card to the Chandlerville Burgoo as a prize donation.

The next meeting will be held September 14 at 6:00pm, in Pleasant Plains. The meeting was adjourned at 7:30pm on a motion by Butcher and a second by Miller.

Respectfully submitted,  
Kelly S. Greene, Board Clerk