

Minutes from the Regular Meeting
Prairie Skies Public Library District
Pleasant Plains Location
July 13, 2021

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

Attendance:

Trustees Present: Jan Davis, Robert Butcher, Jennifer Petefish, Meghan Miller, Diane Hatcher

Trustees Absent: Rachel Kocis

Staff Present: Kathleen Roegge, Director; Librarian, Samantha Thompson

Staff Absent: Kelly Greene, Board Clerk

Visitors: None

Regular Agenda Items: Butcher moved to approve the agenda, seconded by Petefish. Motion carried.

Approve Previous Minutes: Minutes from the regular meeting held June 8, 2021, were presented and Butcher moved to approve as amended, seconded by Petefish. Motion carried.

Financial Report:

Prepared by Kelly Greene for June 2021. Presented by Roegge.

Submit Bills:

Bills submitted for tonight were submitted totaling \$15,372.27. Motion to pay bills was made by Petefish with a second by Miller. Motion carried.

Ayes: Davis, Butcher, Miller, Hatcher, Petefish 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.

- Roegge continues to work on the Disaster/Recovery, Strategic and Technology plan
- Candidates were interview for the different open positions.
- Summer Reading Program is going well, there was a Magic show on June 14. Other activities included a stuffed animal lock-in, decorate your ride and different take home activities.
- The statistics report was reviewed.

Committee Reports: None

Friends of the Library

The book sale was held on June 19 and Dorothy Newell was selected as the 2021 “Best Friends” recipient.

Old Business

- Covid/reopening plan – the staff are going to decide about bringing back the comfy seating and some of the toys.

- The board continues to search for a new board member
- Kathy presented the updated Disaster/Recovery plan. A suggestion was made to include pictures showing the current state of the buildings.
- The Copier service proposals were reviewed. Kathy recommended delaying the decision until after the new director was on board.

New Business

- The new director will begin on Monday August 9.
- Kathy stepped out of the meeting while the board discussed plans for her retirement reception.
- Jan Davis and Bob Butcher volunteered to audit the secretary's board minutes.
- The Public hearing to review the Budget and Tax Levy Ordinance was set for Tuesday, Sept. 14 at 6:00pm prior to the regular Board meeting.
- The Tentative Budget and Appropriation Ordinance was reviewed.

Executive Session

On a motion by Miller, seconded by Butcher, the Trustees voted to enter closed session at 7:4pm to discuss new staff hires and other staff changes. On a motion by Butcher, seconded by , the Trustees voted to return to regular session at 7:36pm.

On a motion made by Butcher and seconded by Miller the board approved moving Samantha Thompson from part-time to Full-time status and to approve hiring Tyler Parker for a part-time library assistant and Leeda Scheer as a part-time student assistant in Ashland and Ethan Stern as part-time student assistant in Pleasant Plains. Motion carried.

Committees to Meet:

None

The next meeting will be held August 10 at 6:00pm, in Ashland.

Respectfully submitted,

Kathy Roegge
Director.