

Minutes from the Regular Meeting
Prairie Skies Public Library District
Pleasant Plains Location
March 8, 2022

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

Attendance:

Trustees Present: Jan Davis, , Rachel Kocis, Diane Hatcher, Jonathan Klepzig

Trustees Absent: Meghan Miller, Jennifer Petefish, Robert Butcher

Staff Present: Cindy Boehlke, Director; Kelly Greene, Board Clerk; Wade Todd, Librarian

Visitors: None

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

Approve Previous Minutes: Minutes from the regular meeting held February 8, 2022 were presented and approved as presented by Kocis and seconded by Klepzig.

Financial Report:

Prepared and presented by Kelly Greene for February 2022. Kelly has purchased a version of Quickbooks that will be used starting in the new fiscal year to perform our accounting.

Submit Bills:

Bills submitted for tonight were submitted totaling \$8,188.37. Motion to pay bills by Hatcher with a second by Kocis.

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

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.

- Supplies and books to create the stories have been ordered and are being put together. The stands for the story walk are to be delivered in April and will be installed.
- Cindy has started work on the fundraising program with Network for Good, that was funded through the Tracy Foundation. Emails are being developed and sent out to request funds for the designated project that will include Community Care Kits being developed for check-outs.
- Several books that have been removed from circulation have been listed on Ebay for sale and funds will come back to the Library account.
- An update on programming was given: STEM programs and Story Time programs are going well. The Dinosaur Tea held in February was a success. Summer Reading program planning is underway for the summer. Upcoming programming includes Irish Music, and a Bee-keeping Program.
- A quote was requested from Lamar-Helmig Construction to perform maintenance and kitchen renovations in the Ashland location.
- A quote was requested from a mason to discuss tuckpointing, repairs to the back steps, and to remove the planter box around the flag-pole at the Ashland location. The estimated cost is to be \$5,000 and a request will be made to the Ashland TIF district for a 50% reimbursement.

- The new book drop graphics were installed by Ace Sign on the drops located at Farmingdale and Gardner Township.
- We received our census data, that shows our total census at 7,111, a decrease of 5.19% or 389 people.

Committee Reports:

The Personnel Committee and the Technology Committee met today before the Board meeting.

Friends of the Library

The Friends will hold a book sale April 16th.

Old Business

Statement of Economic Interest forms were passed to all trustees present. They are to be completed and returned to Cindy.

New Business

None

Executive Session

None

Committee Meetings to Meet

None

On a motion by Hatcher and a second by Klepzig, the meeting was adjourned at 6:58pm.

The next meeting will be held April 12, 2022 at 6:00pm, in Ashland.

Respectfully submitted,

Kelly S. Greene
Board Clerk