

Minutes from the Regular Meeting
Prairie Skies Public Library District
Pleasant Plains Location
October 12, 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, Jonathan Klepzig

Trustees Absent: None

Staff Present: Cindy Boehlke, Director; Kelly Greene, Board Clerk, Samantha Thompson, Librarian

Visitors: None

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 September 14, 2021 were presented and approved as amended by Butcher and seconded by Miller.

Financial Report:

Prepared and presented by Kelly Greene for September 2021.

Submit Bills:

Bills submitted for tonight were submitted totaling \$9,176.48. Motion to pay bills by Petefish with a second by Miller.

Ayes: Davis, Butcher, Hatcher, Petefish, Miller, Kocis, Klepzig Nay: 0 Absent: None

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.

- Cindy has been working with staff to develop training checklist to ensure that all staff are trained consistently on appropriate topics. Staff has asked for additional online training to complete in order to be more up to date on library topics.
- Two new part-time individuals have been hired.
- General organizing has been completed throughout the library, including some of the historical books and papers in the Ashland vault location.
- The storytime restart is going well and we have also placed a story walk at Clayville. Gaming groups are slow at this time but will hopefully do better in the future.

Committee Reports:

None

Friends of the Library

The Friends held a book sale in September and reported that they were happy with the results.

Old Business

None

New Business

- A discussion was held regarding a covered outdoor programming area in each location. Information will be gathered on structure options and costs associated with them.
- Proposals from Watts Copy and Tom Day were discussed for copier maintenance to replace Wade & Dowland but a decision was not made tonight and will be discussed at a future meeting.
- Information was shared regarding types and costs of storywalks that could be used to honor Liz Wallbaum. Grants will also be investigated in order to support the project and possibly lower the cost. Following discussion, the option from Barking Dog was chosen and to use the memorial funds remaining to purchase what was needed, based on a motion by Petefish, seconded by Butcher.
Ayes: Davis, Butcher, Hatcher, Petefish, Miller, Kocis, Klepzig Nay: 0 Absent: None

It was also discussed to purchase supplied to put together twelve stories (that may be donated out) that can be used on the story walk on a motion by Kocis, seconded by Miller.

Ayes: Davis, Butcher, Hatcher, Petefish, Miller, Kocis, Klepzig Nay: 0 Absent: None

Executive Session

At 7:25 a motion was made by Miller, seconded by Petefish to enter executive session for the purpose of discussing personnel issues.

Ayes: Davis, Butcher, Hatcher, Petefish, Miller, Kocis, Klepzig Nay: 0 Absent: None

At 7:40, a motion was made by Butcher, seconded by Petefish to return to open session.

Ayes: Davis, Butcher, Hatcher, Petefish, Miller, Kocis, Klepzig Nay: 0 Absent: None

On a motion by Kocis, seconded by Miller it was motioned to increase the salaries effective January 1, 2022 of Deb Gruen to \$14/hour and Wade Todd to \$13.00/hour and all other employees to minimum wage which will be \$12/hour effective on that date. Kelly Greene will provide information at the next meeting on the budget effects of this change as well as for future State of Illinois minimum wage increases.

Ayes: Davis, Butcher, Hatcher, Petefish, Miller, Kocis, Klepzig Nay: 0 Absent: None

Committees to Meet:

None

The next meeting will be held November 9 at 6:00pm, in Pleasant Plains. The meeting was adjourned at 7:42pm.

Respectfully submitted,
Kelly S. Greene, Board Clerk