

Genoa Public Library District

Board of Trustee Meeting Minutes

October 21, 2024

- I. CALL TO ORDER – Meeting was called to order at 7:05 pm by Board Vice-President Donna Bradshaw. Trustees present: Steven Veeneman, Jennifer Lechelt, and Mary Keys. Trustees absent: Jim Hansen. Also present: Library Director Jen Barton. *In light of Jim Hansen’s absence, Donna Bradshaw was acting President for the meeting.*
- II. APPROVAL OF AGENDA – Steven moved to approve the agenda as presented. Second by Jennifer. Vote: Yes/4, No/0
- III. PUBLIC COMMENT – None
- IV. PRESENTATIONS – None
- V. APPROVAL OF MINUTES – Steven moved to approve the regular board meeting minutes from August 19, 2024. Second by Jennifer. Vote: Yes/4, No/0. Steven moved to approve the regular board meeting minutes from September 16, 2024. Second by Jennifer. Vote: Yes/4, No/0.
- VI. CORRESPONDENCE
 - i. Library Director Jen Barton shared a memo from RAILS regarding the recent legal change to library treasurer bond and insurance requirements.
- VII. TREASURER’S REPORT – Steven moved that we place \$33,439.34 on the record for audit for the month of August. Second by Jennifer. A roll call vote was taken: Steven-yes, Mary-yes, Jennifer-yes, Donna-yes. Steven moved that we place \$24,633.72 on the record for audit for the month of September. Second by Jennifer. A roll call vote was taken: Steven-yes, Mary-yes, Jennifer-yes, Donna-yes.
- VIII. OLD BUSINESS
 - i. Items on the Project List were reviewed and the list will be updated to reflect progress and completion of current items.
- IX. NEW BUSINESS
 - i. Steven moved to approve Tax Levy Ordinance 24-03 as presented. Second by Jennifer. A roll call vote was taken: Steven-yes, Mary-yes, Jennifer-yes, Donna-yes
 - ii. Steven moved to approve Board Meeting Ordinance 24-04 as presented. Second by Jennifer. Vote: Yes/4, No/0.
 - iii. Steven moved to approve the Holiday Closures Ordinance Addendum to Ordinance 24-04 as presented. Second by Jennifer. Vote: Yes/4, No/0.
- X. STANDING COMMITTEES
 - a. Finance – None
 - b. Technology – None
 - c. Facilities – None
 - d. Policy - None
- XI. DIRECTOR’S REPORT AND MONTHLY STATISTICS – Presented
- XII. FUTURE AGENDA ITEMS – None
- XIII. ADDITIONAL DISCUSSION
 - i. The Board reviewed the memo from Library Director Jen Barton regarding the latest book sale and discussed options for recycling items after they have been offered through at least two book sales.
 - ii. The Board reviewed chapters 1-4 of Serving Our Public 4.0: Standards for Illinois Public Libraries as part of our Per Capita grant application for 2025.
 - iii. Library Director Jen Barton will be taking December 23 and 26, 2024 as vacation days.
- XIV. CLOSED SESSION – None
- XV. ADJOURNMENT – The meeting was adjourned in due form at 8:17 pm.

Next Meeting: November 18, 2024