REDDICK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES REGULAR MEETING MINUTES
MONDAY, JANUARY 13, 2020

I. CALL TO ORDER: The meeting was called to order at 6:04 p.m. by Board President, Neil Reinhardt.
PRESENT: Amy Novario, Melissa Hulse, Mary Jo Farrell, Jameson Campagne, Bill Strong Jr., and Neil Reinhardt.
ABSENT: Phyllis Palmer, with notice.
STAFF PRESENT: Molly DeBernardi, Library Director; Lisa Katrein, Publicity & Outreach Coordinator.
VISITORS: There were no visitors.

II. CHANGES TO AGENDA: The Board moved Unfinished Business #1 (Library Director annual evaluation) to the end of the agenda.

III. SECRETARY’S REPORT: The Secretary’s Report for the Reddick Public Library District Board of Trustees Regular Meeting on Monday, December 9, 2019 was reviewed. Motion by Melissa Hulse, 2nd by Amy Novario to accept the Secretary’s Report for the Reddick Public Library District Board of Trustees Regular Meeting on Monday, December 9, 2019 as written. All ayes. No nays. Motion carried.

IV. APPEARANCES: There were no appearances.

V. CORRESPONDENCE: The Board received the following correspondence:
1. Notification of final distribution of 2018 tax revenue and interest from LaSalle County. All board members received a copy of this notification in their print and electronic board packets.
2. Annual statement for the Duane Schroeder Trust from SunTrust Bank. This statement was distributed for trustee review.

VI. FINANCIAL REPORT: The December 2019 Disbursements and December 31, 2019 Financial Reports were reviewed and discussed. Molly reported that the Library had received 83.2% of its total annual income as of December 31, 2019. Motion by Bill Strong Jr., 2nd by Mary Jo Farrell to approve the December 2019 Disbursements, and to accept the December 31, 2019 Financial Reports and place the reports on file for audit.

VII. LIBRARY DIRECTOR’S REPORT:
1. A written report was provided to all board members, which included the following attachments:
   a) January 2019 events calendar,
   b) Updated staff photo roster.
2. The new library website launched on December 31, 2019.
3. The new fine-free policy was implemented on January 2, 2020.
4. Reddick Library will be hosting its second blood drive in partnership with Mississippi Valley Regional Blood Center on January 24, 2020.

VIII. COMMITTEE REPORTS:
1. Finance Committee: No committee report.
2. Personnel Committee: No committee report.
3. Building and Grounds Committee: No committee report.
4. Library Services and Policies Committee: No committee report.
IX. UNFINISHED BUSINESS:
1. Library Director annual evaluation: Motion by Melissa Hulse, 2nd by Amy Novario to enter Executive Session at 7:10 p.m. per Section 2(c)(1) of the Open Meetings Act for the purpose of discussing the “performance and compensation of a specific employee.” Roll call vote as follows: Jameson Campagne, aye. Bill Strong Jr., aye. Mary Jo Farrell, aye. Amy Novario, aye. Melissa Hulse, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried. Molly and Lisa left the meeting. Motion by Melissa Hulse, 2nd by Mary Jo Farrell to exit Executive Session at 7:30 p.m. Roll call vote as follows: Jameson Campagne, aye. Bill Strong Jr., aye. Mary Jo Farrell, aye. Amy Novario, aye. Melissa Hulse, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried. Motion by Amy Novario, 2nd by Mary Jo Farrell to raise the Library Director’s salary to $69,000.00 annually retroactive to September 2, 2019. Roll call vote as follows: Jameson Campagne, aye. Bill Strong Jr., aye. Mary Jo Farrell, aye. Amy Novario, aye. Melissa Hulse, aye. Neil Reinhardt, aye.

X. NEW BUSINESS:
1. Approve library closure for August 28, 2020 staff inservice: The annual PrairieCat PUG Day Conference will be held at Waubonsee Community College on Friday, August 28, 2020. The conference date was set by PrairieCat after the Board approved the 2020 closing dates. Motion by Bill Strong Jr., 2nd by Jameson Campagne to approve library closure on Friday, August 28, 2020, for the annual full-day staff inservice. All ayes. No nays. Motion carried.

2. Review and approve updated Employee Handbook/Personnel Policy: All board members received a draft of the updated Employee Handbook/Personnel Policy in their print and electronic board packets. Molly provided a detailed overview of the proposed updates and rationale; the draft was then reviewed and discussed at length. A revised draft will be provided for consideration at next month’s meeting.

XI. EXECUTIVE SESSION: Under Unfinished Business #1.

XII. Motion by Bill Strong Jr., 2nd by Mary Jo Farrell to adjourn the meeting at 7:38 p.m. All ayes. No nays. Motion carried.

XIII. The next regular meeting of the Reddick Public Library District Board of Trustees will be Monday, February 10, 2020 at 6:00 p.m. in the Reddick Library Community Room.

Respectfully Submitted,

Bill Strong Jr., Board of Trustees Secretary

Lisa Katrein, Recording Secretary