REDDICK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES REGULAR MEETING MINUTES
MONDAY, JULY 8, 2019

I. CALL TO ORDER: The meeting was called to order at 6:00 p.m. by Board President, Neil Reinhardt.
PRESENT: Neil Reinhardt, Mary Jo Farrell, Amy Novario, Bill Strong Jr., Jameson Campagne, and Phyllis Palmer (arrived at 6:05 p.m.).
ABSENT: Melissa Hulse, with notice.
STAFF PRESENT: Molly DeBernardi, Library Director; Lisa Katrein, Publicity & Outreach Coordinator.
VISITORS: Rick Koshko – WCMY AM 1430.

II. CHANGES TO AGENDA: There were no changes to the agenda.

III. SECRETARY’S REPORT: The Secretary’s Reports for the Reddick Public Library District Board of Trustees Regular Meeting on Monday, June 10, 2019 was reviewed. Motion by Mary Jo Farrell, 2nd by Amy Novario to accept the Secretary’s Reports for the Reddick Public Library District Board of Trustees Regular Meeting on Monday, June 10, 2019 as written. All ayes. No nays. Motion carried.

IV. APPEARANCES: There were no appearances.

V. CORRESPONDENCE: The Board received the following correspondence:
   1. Letter from Giffin, Winning, Cohen & Bodewes, P.C. providing notification of a hearing on June 19, 2019 regarding tax objection complaint (Northern White Sand, LLC v. Spelich, LaSalle County). All board members received a copy of this notification in their print and electronic board packets.
   2. Notification of the first tax distribution of 2018 tax revenue from LaSalle County. All board members received a copy of this notification in their print and electronic board packets.

VI. FINANCIAL REPORT: The June 2019 Disbursements and June 30, 2019 Financial Reports were reviewed and discussed. Molly noted that these were preliminary reports, pending the finalization of FY2019; Jameson Campagne requested that the Library’s bookkeeper provide updated reports upon finalization of FY2019. Molly reported that the Jordan Fund CD reached maturity on June 18, 2019. The principal ($100,000) and interest ($2,524.16) was rolled into a new 11-month CD at Ottawa Savings Bank, earning 2.65% APY. All board members received a copy of the updated CD maturation schedule. Motion by Bill Strong Jr., 2nd by Phyllis Palmer to approve the June 2019 Disbursements, and to accept the June 30, 2019 Financial Reports and place the reports on file for audit. Roll call vote as follows: Jameson Campagne, aye. Phyllis Palmer, aye. Bill Strong Jr., aye. Mary Jo Farrell, aye. Amy Novario, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

VII. LIBRARY DIRECTOR’S REPORT:
   1. A written report was provided to all board members, which included the following attachments:
      a) July 2019 events calendar,
      b) Updated trustee contact sheet,
      c) Tax levy information sheet,
      d) Binder inserts for FY2020.
   2. The Monday AM Book Group and the Italian Group are both on hiatus until further notice.
   3. The library’s annual external audit will be conducted by Brian Zabel & Associates on July 29-30, 2019.
   4. The library will have a float in the annual Riverfest Parade on Sunday, August 4, 2019; Vissering Construction Company will again be providing and pulling the flatbed trailer.

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: There was no unfinished business.
X. NEW BUSINESS:

1. **Adopt ordinance 19-03—Building and Maintenance:** A copy of Ordinance 19-03, *Building and Maintenance*, was sent electronically to all board members and included in the print board packet. **Motion by** Mary Jo Farrell, **2nd by** Amy Novario, to adopt Ordinance 19-03 *Building and Maintenance* and publish it pursuant to statute. **Roll call vote as follows:** Jameson Campagne, aye. Phyllis Palmer, aye. Bill Strong Jr., aye. Mary Jo Farrell, aye. Amy Novario, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

2. **Appoint 2 trustees to audit board book for IPLAR:** Per the Illinois Public Library Annual Report (IPLAR), two trustees must audit the board book. Mary Jo Farrell and Amy Novario volunteered to audit the board book for IPLAR prior to next month’s meeting.

3. **Board updates standing committee assignments:** Per board bylaws, standing committees are to be appointed annually in the month of July and consist of a minimum of three trustees and the president. A sign-up sheet, which included committee descriptions, was distributed to all board members. Board members signed up for standing committees as follows: Finance-Jameson Campagne, Phyllis Palmer, Neil Reinhardt; Personnel-Mary Jo Farrell, Amy Novario, Phyllis Palmer, Bill Strong Jr., Neil Reinhardt; Library Services and Policies- Jameson Campagne, Amy Novario, Phyllis Palmer, Bill Strong Jr., Neil Reinhardt; Building and Grounds- Phyllis Palmer, Neil Reinhardt.

XI. **Motion by** Mary Jo Farrell, **2nd by** Phyllis Palmer to adjourn the meeting at 6:30 p.m. All ayes. No nays. Motion carried.

XII. **The next regular meeting of the Reddick Public Library District Board of Trustees will be Monday, August 12, 2019 at 6:00 p.m. in the Reddick Library Community Room.**

Respectfully Submitted,

Bill Strong Jr., Board of Trustees Secretary

Lisa Katrein, Recording Secretary