I. CALL TO ORDER: The meeting was called to order at 6:02 p.m. by Board President, Neil Reinhardt.
ABSENT: Melissa Hulse, with notice.
STAFF PRESENT: Molly DeBernardi, Library Director; Lisa Katrein, Publicity & Outreach Coordinator.
VISITORS: Tom Farrell – Library patron; Charles Stanley – The Times; Rick Koshko – WCMY AM 1430.

II. TRUSTEE OATH OF OFFICE: Bill Strong Jr. administered the Oath of Office to newly elected trustees, Mary Jo Farrell and Neil Reinhardt.

III. ELECT BOARD OFFICERS: The consensus of the board was to elect the following slate of officers for FY20. Motion by Phyllis Palmer, 2nd by Bill Strong Jr. to approve the following slate of officers for FY20: Neil Reinhardt, President; Mary Jo Farrell, Vice President; Bill Strong, Jr., Secretary; Jameson Campagne, Treasurer. All ayes. No nays. Motion carried.

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

V. SECRETARY’S REPORT: The Secretary’s Report for the Reddick Public Library District Board of Trustees Regular Meeting of Monday, April 8, 2019 was reviewed. Motion by Bill Strong Jr., 2nd by Phyllis Palmer to accept the Secretary’s Report for the Reddick Public Library District Board of Trustees Regular Meeting of Monday, April 8, 2019 as written. All ayes. No nays. Motion carried.

VI. APPEARANCES: There were no appearances.

VII. CORRESPONDENCE: The Board received the following correspondence:
1. April 2, 2019 Consolidated Election Official Canvass from the LaSalle County Clerk.
2. Letter from Richard Burton (Marseilles City Attorney) providing notification of a Public Hearing on May 8, 2019 to consider a petition for annexation and annexation agreement from Perona Real Estate, LLC for approximately 33 acres north of Marseilles, and a request for zoning of the property as within a manufacturing district.
3. Letter of Credit from the Federal Home Loan Bank of Chicago (FHLBC) in the amount of $2,000,000.00.
4. Tax extension notification for Tax Year 2018 from the LaSalle County Clerk (original and corrected versions).
5. Parcel map showing properties located across the street from the library from Nathan Stacy (Canal Street resident).

VIII. FINANCIAL REPORT: The April 2019 Disbursements and April 30, 2019 Financial Reports were reviewed and discussed. Molly reported that the Working Cash 1 CD reached maturity on April 16, 2019. The interest earned on this CD ($5,775.27) was drawn off and immediately deposited into the General Fund checking account. The principal ($214,413.47) was rolled into a new 24-month escator CD at Ottawa Savings Bank, earning 2.56% APY. The Special Reserve CD opened on November 3, 2017 reached maturity on May 3, 2019. The principal ($75,000) and interest ($1,901.15) was rolled into a new 24-month escator CD at Ottawa Savings Bank, earning 2.84% APY. All board members received a copy of the updated escator CD maturation schedule. Motion by Jameson Campagne, 2nd by Mary Jo Farrell to approve the April 2019 Disbursements, and to accept the April 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. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

IX. LIBRARY DIRECTOR’S REPORT:
1. A written report was provided to all board members, which included the May 2019 events calendar and an updated trustee contact sheet.
2. Molly provided a detailed overview of all recent building maintenance and/or projects completed.
3. Molly and Stefanie met with the team at Olive Street Design on April 18, 2019 to discuss content and navigation for the library website redesign. A content audit was subsequently completed by Molly and Stefanie.
4. Reddick Library will be represented at the annual Health, Fitness & Lifestyle Fair on May 16, 2019.
5. Reddick Library’s 2019 Summer Reading Program will run from June 3 – July 26, 2019 with programs and events for all ages.
6. Reddick Library will run a trial fine-free period from May 28 – September 3, 2019. This will apply to overdue fines only; Wi-Fi hotspots are excluded.
7. Reddick Library will be sponsoring a women’s softball team in the Ottawa City Recreation League.
8. Reddick Library will be hosting blood drive in partnership with Mississippi Valley Regional Blood Center on September 18, 2019.
X. 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.

XI. UNFINISHED BUSINESS:
1. Approve purchase and installation of exterior lighting for annex parking lot: All board members received copies of quotes provided by Clegg-Perkins Electric, Halm Electric, and B&G Electric for the installation of exterior lighting above the annex parking lot in their electronic and print board packets. Discussion followed. Motion by Jameson Campagne, 2nd by Bill Strong Jr. to approve the quote from B&G Electric for $800.00 for the purchase and installation of exterior lighting. Roll call vote as follows: Jameson Campagne, aye. Phyllis Palmer, aye. Bill Strong Jr., aye. Mary Jo Farrell, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

XII. NEW BUSINESS:
2. Adopt Ordinance 19-02, Nonresident Library Cards: A copy of Ordinance 19-02, Nonresident Library Cards, was sent electronically to all board members and included in the print board packet. Ordinance 19-02 authorizes the sale of nonresident library cards to individuals who resided in unserved areas. Motion by Mary Jo Farrell, 2nd by Phyllis Palmer adopt Ordinance 19-02, Nonresident Library Cards. All ayes. No nays. Motion carried.
3. Review closed meeting minutes & closed meeting tapes (per OMA) and determine whether to make public: As required by the Illinois Open Meetings Act, the Board must determine whether to make public the minutes from closed meetings held during the previous six months and also whether to destroy verbatim recordings older than 18 months. There were no closed session minutes from the last six months or verbatim recordings older than 18 months to consider.
4. Trustee appointment to fill board vacancy: Motion by Phyllis Palmer, 2nd by Mary Jo Farrell to adjourn to Executive Session at 6:57 p.m. per Section 2(c)(3) of the Open Meetings Act for the purpose of discussing “the selection of a person to fill a public office.” Roll call vote as follows: Jameson Campagne, aye. Phyllis Palmer, aye. Bill Strong Jr., aye. Mary Jo Farrell, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried. Lisa Katrein, Tom Farrell, Charles Stanley, and Rick Koshko left the meeting. Motion by Bill Strong Jr., 2nd by Jameson Campagne to exit Executive Session at 7:29 p.m. Roll call vote as follows: Jameson Campagne, aye. Phyllis Palmer, aye. Bill Strong Jr., aye. Mary Jo Farrell, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried. Charles Stanley and Rick Koshko returned to the meeting at 7:30 p.m.


XIV. Motion by Bill Strong Jr., 2nd by Jameson Campagne to adjourn the meeting at 7:32 p.m. All ayes. No nays. Motion carried.

XV. The next regular meeting of the Reddick Public Library District Board of Trustees will be Monday, June 10, 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

Reddick Public Library District Board of Trustees Regular Meeting Minutes, Monday, May 13, 2019