

Oglesby Public Library Board Meeting
January 23, 2023

1. Opening of meeting -President Rich Vollmer called the meeting of the Oglesby Public Library District Board of Trustees to order at 6:30pm in the Library.

2. Roll Call-

Present: Rich Vollmer, Becky Clinard, Mary Hansen, Karen Watson, Josh Engel, Barbara Ficek, Library Director Lynn Sheedy

Absent: - Rick Rigazio,

Guests: - Terry Kamnikar, Austin Cullinan

3. Public Comment to Agenda Items Only- None

4. Approval of Minutes

A. Motion made by Watson to accept and place the Minutes of the November 28, 2022 Levy Hearing Meeting on file.

B. Motion made by Engel to accept and place the Minutes of the November 28, 2022 Regular Meeting on file.

C. Motion made by Clinard to accept and place the Minutes of the December 12, 2022 Special Meeting on file.

5. Monthly Bills –

A. Motion by Ficek to pay monthly bills, seconded by Clinard. All Ayes Motion carried.

6. Reports

A. President’s report is attached. Motion by Watson to accept and place on file.

B. Treasurer’s report is attached. Clinard reviewed details. Motion by Engel to approve and place The Treasurer’s Report on file.

C. Library Director’s report is attached. Motion by Ficek to accept and place on file.

7. Correspondence-

A. Rigazio submitted his letter of resignation effective 12/30/2022 because of his relocation to Arizona. Clinard motioned to accept with regret, seconded by Engel. All Ayes Motion carried. The Board has 60 days in which to name a replacement. Ficek will send a letter to Rigazio to thank him for his contributions to the Library.

B. Letter was received from John’s Service and Sales quoting work for several issues- electrical, Fiber Optics, etc. The estimate for replacing the *Slop Sink* is \$1,945.00 not including an eye wash station. Quote is attached.

C. A thank you letter was received from the Staff for the Christmas gifts.

7. Correspondence- (cont.)

D. Letters of interest to fill the seat left open by Rigazio's resignation were received from Terry Kamnikar and Austin Cullinan.

8. Unfinished Business –

Updating the Strategic Plan- Tabled for the present. All needs will be reviewed.

9. Executive Session- for the discussion of, "The appointment, employment, compensation, discipline, performance, or dismissal of specific personnel and security of the library."

A motion to go into Closed Executive Session at 7:49pm was made by Engel, and seconded by Watson, All Ayes, Motion Carried.

Motion to leave the Executive Closed Session at 9:25pm was made by Clinard, seconded by Engel, All Ayes, Motion Carried.

Motion to return to the Regular Session was made by Clinard at 9:26pm Seconded by Engel, All Ayes, Motion Carried.

10. New Business

A. Trustee Resignation /Open Trustee Seat – Motion was made by Engel, seconded by Watson to appoint Terry Kamnikar to fill the unexpired term of Rick Rigazio. All Ayes, Motion carried. Looking into the legality of Cullinan serving as a volunteer on the Finance/Technology Committee.

B. Employee Pay Raise - Employees include three clerks who work 12 hours per week and one that works 16 hours per week. The Director will monitor hours to stay on budget.

C. Petty Cash – A motion was made by Ficek to increase the petty cash fund to \$100 with strict attention to spending guidelines. Seconded by Watson, All Ayes, Motion Carried.

D. Surety Bonding – Bookkeeper-A request was made by clerk Elaine Wiestart to be "bonded". After some discussion it was decided that Director Sheedy will check on Bond Requirements. Matter was tabled.

E. Furnace Installation- Alternate Plan- the Alternative plan for relocation of the furnace is considered too costly. Checking to see if the furnace could be relocated to the mechanical room.

F. Window Washing Compensation – The Board agreed to compensate the clerk to clean the windows inside and out and reimburse him for any expenses incurred.

G. Committee Meetings and Assignments- then following have been assigned to the committees: (Director Sheedy will consult on all committees.)

Building and Grounds – Vollmer, Hansen, Engel

Finance and Technology- Clinard, Vollmer, Ficek, Engel

Personnel/ Policy – Vollmer, Watson, Clinard

11. Public Comment - none

12. Adjourn Meeting- Motion to adjourn by Engel, seconded by Clinard. All Ayes
Meeting adjourned at 9:30pm.

Next meeting date is February 27, 2023 at 6:30 pm

Acting Secretary, Mary Hansen and Karen Watson