

**4/23/2019 Minutes**  
**MINUTES OF THE REGULAR BOARD MEETING OF THE ZION-BENTON PUBLIC**  
**LIBRARY DISTRICT**  
**April 23<sup>th</sup>, 2019**

President Beverly Mull called the meeting to order at 6:33 PM.

**ROLL CALL:** Present: J. Holmes, R. Kauth, A. Onan, M. Martin, W. Driver & B. Mull

Absent: L. Sandoval\* (Entered at 7 PM)

Staff Present: M. Jacobsen, M. Brumbaugh, S. Torrez, D. Abron, S. Johnson, G. Miller, N. Hyten (*B. Busch, F. Rogers, M. Patino, P. Pavelski, G. Serrano, B. Baumgartner*)

Visitors Present: Mark A. Ritzman, Library Lawyer, and several community members.

**AGENDA:** The agenda was presented for approval. Ms. R. Kauth motioned to adopt the agenda as presented. Second: J. Holmes. Roll Call: Aye: J. Holmes, R. Kauth, M. Martin, A. Onan, W. Driver, B. Mull  
Nay: -0-. Abstain: -0-. Motion Carried.

The Public Comments by Visitors Policy and Rules were discussed and approved. Ms. R. Kauth motioned to adopt the rules for public participation. Second: M. Martin. Roll Call: Aye: J. Holmes, R. Kauth, M. Martin, A. Onan, W. Driver, B. Mull  
Nay: -0-. Abstain: -0-. Motion Carried.

**COMMENTS BY VISITORS:** Nine persons commented on the Library District's Program, the Drag Queen Story Hours, (1 in favor and 8 against).

One person commented on how to get items on the agenda.

One person commented on the Boards actions and asked the publics support in attending future meetings

**MINUTES:** (*Trustee L. Sandoval entered at 7 PM*). The minutes of the March 26<sup>th</sup>, 2019 Regular Meeting were presented. Ms. Kauth motioned to approve the minutes of the March 26<sup>th</sup>, 2019 Regular Meeting. Second: L. Sandoval. Roll Call: Aye: Martin, Onan, Sandoval, Driver, Holmes, Kauth, Mull. Nay: -0-. Abstain: -0- Motion carried.

Minutes of the February 26<sup>th</sup> Executive Session were presented. Ms. Onan motioned to approve the minutes from the February 26<sup>th</sup> Executive Session meeting. Second: Ms. Kauth. Roll Call: Aye: Onan, Sandoval, Driver, Holmes, Kauth, Martin, Mull. Nay: -0-. Abstain: -0-. Motion carried.

Minutes of the March 26<sup>th</sup>, 2019 Executive Session were presented. Ms. Onan motioned to approve the minutes of the March 26<sup>th</sup>, 2019 Executive Session. Second: Ms. Martin. Roll Call: Aye: Sandoval, Driver, Holmes, Kauth, Martin, Onan, Mull. Nay: -0-. Abstain: -0-. Motion carried.

Minutes of the April 15<sup>th</sup>, 2019 Budget and Finance Committee Meeting were presented. After momentary discussion, Ms. Holmes motioned to approve the minutes of the April 15<sup>th</sup>, 2019 Budget and Finance Committee. Second: Ms. Driver. Roll Call: Aye: Driver Holmes, Martin, Onan, Sandoval, Mull. Nay: -0-. Abstain: Kauth. Motion Carried.

**TREASURER'S REPORT AND INVESTMENTS:** The treasurer's report and investment report ending February 28<sup>th</sup>, 2019 were presented.

Ms. Mull asked what was going to happen to the funds currently invested with Ally Bank when it expires on July 1<sup>st</sup>, 2019. Mr. Jacobsen stated that the plan was to reinvest the funds.

The Bills of March 2019 were discussed. Questions were asked by Ms. Mull and Ms. Onan regarding two payments made to outside per diem help for the library. After some discussion, Ms. Driver motioned to approve the bills for March of 2019. Second: Ms. Kauth. Roll Call: Aye: Holmes, Kauth, Martin, Onan, Sandoval, Driver, Mull. Nay: -0-. Abstain: -0-. Motion carried.

**LIBRARY DIRECTOR'S REPORT:** Mr. Jacobsen presented the statistical, narrative, and incident reports for March 2019.

- Statistical Report: Programming and Circulation Statistics are going up.

- Narrative Report: The Latinx Festival scheduled for 8/10/2019 is coming together successfully. This is a combination effort between the Zion-Benton Public Library and the Zion Park District. Ms. Holmes asked how the library planned to promote the Latinx Festival. The plan is to advertise through the newsletter, on Facebook, as well as have programs at the library that lead up to and promote the festival. Ms. Kauth asked how much was raised from the Culver's Fundraiser. The answer given was \$250. Discussion was had regarding programming at the library.

- Incident Report: Ms. Mull commented that she is very happy that the incidents that are happening are getting less severe.

- Board Communications: Discussion was had regarding communications sent to the board and how to handle those communications.

- Resignation: Ms. Holmes handed in her letter of resignation from the Board of the Zion-Benton Public Library.

#### **NEW BUSINESS:**

- Approve Non-Resident Fee for 19/20: The suggestion made was \$154. This number was given using a mathematical formula based off of property tax and number of people within the library district. Motion was made by Ms. Kauth to accept the Non-Resident Fee for the 2019-2020 fiscal year. Second: Mrs. Driver. Roll Call: Aye: Kauth, Martin, Onan, Sandoval, Driver, Holmes, Mull. Nay: -0-. Abstain: -0-. Motion Carried.

- Suspension Appeal: An appeal for a 1-year suspension was made by a library patron. Discussion was had regarding the suspension. Ms. Driver motioned to change the suspension from 1 year to 6 months. Second: Ms. Kauth. Roll Call: Aye: Martin, Onan, Sandoval, Driver, Holmes, Kauth, Mull. Nay: -0-. Abstain: -0-. Motion Carried.

- Trustee Training: Ms Kauth shared some important topics from the March 16<sup>th</sup>, 2019 meeting. One of which was that when costly projects come up that the library had to take the lowest bidder. It was also then brought up that the library does not have to go with the lowest bidder if the library has a working history with a certain company.

- First Review of Tentative FY 2019/2020 Budget: The board discussed the future of the salary schedule due to the minimum wage going up to \$15/hour by the year 2025. Also discussed was the potential to have the library open a few hours on Sunday. Ms. Martin asked if it would be year-round Sunday hours, or just peak season. Mr. Jacobsen stated that it would be year-round. Mr. Jacobsen then presented two budgets. One being with extra hours due to opening Sundays, and one with no extra hours. The board told Mr. Jacobsen to pursue the "extra hours" budget.

**EXECUTIVE SESSION:** The Board went into Executive Session at 8:21PM to discuss several confidential matters. Trustee A. Onan motioned to go into Executive Session in accordance with 5 ILCS

120/2(c)(1)(2)(3)to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Zion-Benton Public Library District. Second: Mrs. Driver. Roll Call: Aye: Driver, Holmes, Kauth, Martin, Onan, Sandoval, Mull. Nay: -0-. Abstain: -0-. Motion Carried.

**ADJOURNMENT:** Ms. Onan motioned to adjourn the meeting. Second: Mrs. Driver. Roll Call: Aye: Driver, Holmes, Kauth, Martin, Onan, Sandoval, Mull. Nay: -0-. Abstain: -0-. Motion Carried

Meeting Adjourned at 9:40 PM.

Signed:

Attest:

Recording Secretary: Sara Torrez and Stacy Johnson