

# **MINUTES OF THE REGULAR MONTHLY BOARD MEETING OF THE ZION-BENTON PUBLIC LIBRARY DISTRICT**

October 29, 2019

Board President B. Mull called the meeting to order at 6:30 PM.

## **ROLL CALL**

Present: W. Driver, R. Kauth, S. Latif, M. Martin, A. Onan, J. Smith, & B. Mull

Absent: None.

Staff Present: Mikael Jacobsen, Mollie Brumbaugh, Sara Torrez, Guadalupe Anguiano, Kelley McCoy, Kris Nichols, Benigno Munji

Visitors Present: Tracy Johnson, Gabriela Torrez, Rayna Van Horn,

## **AGENDA**

The Agenda presented and reviewed for approval.

MOTION: R. Kauth moved to adopt the agenda as presented.

Second: M. Martin

Roll Call:

Aye: All in favor.

Nay: None opposed.

Abstain: -0-

Motion carried.

## **COMMENTS BY VISITORS**

Mr. Tracy Johnson presented on the issue of tax forbearance as an incentive to attract new teachers to our school districts. Ms. Gabriela Torrez and Ms. Rayna Van Horn presented a taxing body's website initiative and invite the Library Board to participate by providing their contact information. Mrs. Kelley McCoy introduced the newest staff members to the Board: Kris Nichols, Circulation Assistant, and Benigno Munji, Security Monitor.

## **MINUTES**

The minutes from the September 24, 2019 Regular Meeting presented.

MOTION: R. Kauth moved to approve minutes from the September 24, 2019 Regular Meeting as presented.

Second: A. Onan

Roll Call:

Aye: All in favor.

Nay: None opposed.

Abstain: -0-

Motion carried.

# **MINUTES OF THE REGULAR MONTHLY BOARD MEETING OF THE ZION-BENTON PUBLIC LIBRARY DISTRICT**

## **TREASURER'S AND INVESTMENT REPORTS**

The Board reviewed and discussed the bills for September 2019.

### **BILLS**

The bills for September 2019 presented.

MOTION: W. Driver moved to approve the September 2019 bills as presented.

Second: M. Martin

Roll Call:

Aye: All in favor.

Nay: None opposed.

Abstain: -0-

Motion carried.

### **LIBRARY DIRECTOR'S REPORT**

**Statistical:** In addition to the traditional program statistics, staff will also be doing a cost analysis of various programs, helping to determine ROI (return on investment). CCS map study presented to the Board. The Board inquired about library usage and attendance for new Sunday hours. The first Sunday saw 466 people and about 150 or more each following Sunday. The numbers are steady.

**Narrative:** Board inquired about Meeting Room usage and whether Meeting Room C was available for public booking.

**Incident:** The Board highly compliments all staff for handling all incidents, including those not mentioned in the incident report.

**Tentative Fiscal Year Calendar:** The calendar items discussed.

### **UNFINISHED BUSINESS**

#### **Levy Ordinance**

MOTION: R. Kauth moved to adopt the Levy Ordinance as presented.

Second: W. Driver.

Roll Call:

Aye: A. Onan, J. Smith, W. Driver, R. Kauth, S. Latif, M. Martin, & B. Mull

Nay: -0-

Abstain: -0-

Motion carried.

#### **Drug and Alcohol Policy Update – Personnel Policy**

MOTION: W. Driver moved to approve the Drug and Alcohol Policy as amended.

Second: M. Martin

Roll Call:

Aye: All in favor.

Nay: None opposed.

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Abstain: -0-

Motion carried

**NEW BUSINESS**

**Resolution to Include Compensation Paid Under a Section 125 Plan as IMRF Earnings.**

MOTION: A. Onan moved to approve the Resolution to Include Compensation Paid Under a Section 125 Plan as IMRF Earnings as presented.

Second: R. Kauth

Roll Call:

Aye: W. Driver, R. Kauth, S. Latif, M. Martin, A. Onan, J. Smith, & B. Mull

Nay: -0-

Abstain: -0-

Motion carried.

**Challenge to Library Materials.**

The Board discussed the letter.

**Concealed Carry Ordinance**

MOTION: A. Onan moved to approve the Concealed Carry Ordinance, as amended.

Second: W. Driver.

Roll Call:

Aye: All in favor.

Nay: None Opposed.

Abstain: -0-

Motion carried.

**Notary Policy.**

MOTION: W. Driver moved to approve the Notary Policy as amended.

Second: M. Martin

Roll Call:

Aye: All in favor.

Nay: None opposed.

Abstain: -0-

Motion carried.

**Ordinance Amending the Annual Budget.**

MOTION: W. Driver moved to approve the Ordinance Amending the Annual Budget as presented.

Second: A. Onan

Roll Call:

Aye: M. Martin, A. Onan, J. Smith, W. Driver, R. Kauth, S. Latif, & B. Mull

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Nay: -0-

Abstain: -0-

Motion carried.

**EXECUTIVE SESSION**

The Board moved to enter Executive Session for the purpose of discussing staff matters.

The Board entered into Executive Session at 8:25 PM and exited at 8:35 PM.

**ADJOURNMENT**

The meeting adjourned at 8:36 PM.

**Approved:** 11/26/2019

**Signed:** /s/ Beverly Mull

**Attested:** /s/ Mary Martin

**Recording Secretary:** S. Torrez