

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

**July 26, 2022**

President A. Onan called the meeting to order at 6:34 PM.

## **ROLL CALL:**

Present: T. Adams, R. Kauth, M. Martin, B.M. Price, A. Onan

Absent: W. Driver, S. Latif

Staff Present: S. Johnson, R. Smith

Visitors Present: Mike J.

## **AGENDA**

The Agenda was presented for approval.

The addition of ongoing IT and printing issues discussion was added to unfinished business.

MOTION: M. Martin moved to approve the Agenda as amended.

SECOND: B.M. Price

Roll Call:

Aye: T. Adams, R. Kauth, M. Martin, A. Onan, and B.M. Price

Nay: -0-

Abstain: -0-

Motion Carried.

## **COMMENTS BY VISITORS**

New library staff was introduced to the board. Staff members included: Matt Hixon - Teen Services, Alexa Selner – Adult Services, Will Nepstad – Adult Services, and Bernadette (Bernie) Parker – Youth Services.

Vistor: Mike Jaworek, Patron

## **MINUTES**

The minutes of the June 28<sup>th</sup> Regular Meeting were presented for approval.

MOTION: R. Kauth moved to approve the minutes of the June 28, 2022 Regular Meeting as presented.

SECOND: T. Adams

Roll Call:

Aye: T. Adams, R. Kauth, M. Martin, A. Onan, and B.M. Price

Nay: -0-

Abstain: -0-

Motion Carried.

The minutes of the July 12<sup>th</sup> Special Workshop Meeting were presented for approval.

MOTION: B.M. Price moved to approve the minutes of the July 12<sup>th</sup> Special Workshop Meeting as presented.

SECOND: R. Kauth

Roll Call:

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Aye: T. Adams, R. Kauth, M. Martin, A. Onan, and B.M. Price

Nay: -0-

Abstain: -0-

Motion Carried.

## **BILLS**

The bills for June 2022 were presented for review.

MOTION: R.Kauth moved to approve the bills for June 2022 as presented.

SECOND: B.M. Price

Roll Call:

Aye: T. Adams, R. Kauth, M. Martin, A. Onan, & B. M. Price

Nay: -0-

Abstain: -0-

Motion Carried.

## **PRESIDENT'S REPORT**

**BUZ:** Trustee Onan provided an update on the community garden and other various upcoming projects.

**ZBLA:** Director Smith stated that she has turned in her application for ZBLA.

**TIF:** No updates provided. Will be shared with the ZBPL board once the TIF board has their next meeting on August 8, 2022.

**OTHER:** Local back-to-school drives were brought to the board's attention.

## **LIBRARY DIRECTORS REPORT**

### **Statistical and Narrative Reports for June 2022:**

- Director Smith shared about the blood drive occurring at the library on August 13th
- The library has been contacted by the United Way regarding creating a Learning Trail outside of the library, including hopscotch on the sidewalk. Some examples were shown via the United Way's Flickr page.
- On August 13<sup>th</sup>, the library will have a booth at "Beach Park Fest".

## **UNFINISHED BUSINESS**

### **Memo Review of Architect's Phase 1 estimate**

Discussion occurred regarding the cost estimate. Director Smith clarified the amounts on the estimate. It was decided to postpone the motion until the next meeting when the absent board members could be informed of the estimate.

### **Discussion of Ongoing IT and Printing Issues**

Director Smith commented that while there are still ongoing printing and IT issues, the library has a new technology vendor.

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## NEW BUSINESS

### **Ordinance approving .02% Building, Sites and Maintenance Ordinance for Fiscal Year 2022-2023**

Director Smith clarified a few details and explained that it is exactly what has been done in the past.

MOTION: T. Adams moved to approve the Ordinance approving .02% Building, Sites and Maintenance Ordinance for Fiscal year 2022-2023.

SECOND: B.M. Price

Roll Call:

Aye: T. Adams, R. Kauth, M. Martin, A. Onan & B.M. Price.

Nay: -0-

Abstain: -0-

Motion Carried.

### **Review the tentative Budget and Appropriation Ordinance and Estimate of revenues by source and Schedule Special Meeting**

The board scheduled the Special Meeting for prior to the next board meeting. The Special Meeting will begin at 6:30, and the Regular Board Meeting will begin at 6:45.

MOTION: B.M. Price moved to schedule a Special Meeting for the purpose of discussing and approving the Budget and Appropriation Ordinance on August 30, 2022 at 6:30 PM. The regular board meeting will follow at 6:45 PM.

SECOND: M. Martin

Aye: Adams, R. Kauth, M. Martin, A. Onan & B.M. Price.

Nay: -0-

Abstain: -0-

Motion Carried.

### **Borrowing Policy Review**

Trustee Kauth made a comment regarding Audiobook CD replacement.

### **Bereavement Policy Review**

Trustee Kauth asked about staff that are under 20 hours. It was suggested that part-time staff be pro-rated.

### **Use of Facilities Policy Review**

Director Smith explained that the policy was being updated to remove private party usage of the meeting rooms.

### **Ordinance approving the Special Reserves Transfer.**

Director Smith explained that due to the amounts in the library's accounts, \$490,000 could be put into the Special Reserves Transfer.

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M. Martin motioned to approve the Special Reserve Transfer Ordinance as presented.

SECOND: T. Adams

Aye: T. Adams, R. Kauth, M. Martin, A. Onan, and B.M. Price

Nay: -0-

Abstain: -0-

Motion Carried.

## Ordinance approving the Audit Transfer

M. Martin motioned to approve the Audit Transfer Ordinance as presented.

SECOND: T. Adams

Aye: T. Adams, R. Kauth, M. Martin, A. Onan, and B.M. Price

Nay: -0-

Abstain: -0-

Motion Carried.

## ADJOURNEMENT

The Board meeting adjourned at 8:08 PM.

APPROVED: 8/30/2022  
DATE

SIGNED: Amy Onan  
PRESIDENT

ATTESTED: May E. Hart  
SECRETARY

RECORDING SECRETARY: S. Johnson