

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

October 24, 2023

Vice President S. Latif called the meeting to order at 6:32 PM.

ROLL CALL:

Present: T. Adams, M. Martin, B.M. Price, M. Hartmann, M. Jaworek, & S. Latif

Absent: A. Onan

Staff Present: S. Torrez, R. Smith

Visitors Present: Tammy O. from Ehler's Investment Partners, to present later on.

AGENDA

Approve remote attendance by trustees under 5 ILCS 120/7(a)(l) personal illness or disability.

Motion not needed.

The Agenda for October 24, 2023 Regular Board Meeting was presented for approval, as amended. Amendment proposed moving New Business item 10A further up, to be presented after item 5, minutes approval.

MOTION: T. Adams moved to approve the Agenda as amended.

SECOND: M. Martin

Roll Call:

Aye: T. Adams, M. Martin, B.M. Price, M. Hartmann, M. Jaworek, & S. Latif

Nay: -0-

Abstain: -0-

Motion Carried.

COMMENTS BY VISITORS

None.

MINUTES

The minutes of the September 26, 2023 Regular Meeting were presented for approval.

MOTION: M. Jaworek moved to approve the minutes of the September 26, 2023 Regular Meeting as presented.

SECOND: M. Martin

Roll Call:

Aye: T. Adams, M. Martin, B.M. Price, M. Hartmann, M. Jaworek, & S. Latif

Nay: -0-

Abstain: -0-

Motion Carried.

NEW BUSINESS

Ehler's Presentation

Tammy O. from Ehler's Investment partners presented on the Library's Investment Portfolio and current money market.

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TREASURERS REPORT

The September 2023 Treasurer's Report was presented for review.

BILLS

The bills for September 2023 were presented for review.

MOTION: T. Adams moved to approve the bills for July 2023 as presented.

SECOND: M. Martin

Roll Call:

Aye: T. Adams, M. Martin, B.M. Price, M. Hartmann, M. Jaworek, & S. Latif

Nay: -0-

Abstain: -0-

Motion Carried.

COMMUNITY OUTREACH REPORT

BUZ: None.

ZBLA: They recently had a discussion panel that went well. Also their graduation is soon.

TIF: Board meeting cancelled, so no real updates.

OTHER: Zion Township sent over an informational packet of their services to be shared with our Board. In a collaborative effort, their list of services will be available through our website.

LIBRARY DIRECTORS REPORT

Statistical Reports for September 2023: Trustee Adams inquired as to the number of voter registrations and how the Library could push these numbers higher. Suggested partnering with local high schools to register students to vote. Director explained the Voter registration is so much easier to access everywhere that increases efforts are not really needed, but would be explored. Trustee Adams also commented on the Novel Bunch book club and her enjoyment of the latest session. She is looking forward to the next meeting. Other trustees also expressed their satisfaction with this program.

Narrative Reports for September 2023: Positive comments on the Administrative Assistant report. Some board members expressed having borrowed the slogan "Make Your Invisible Work Visible." Trustees commented on the low attendance for some after school youth programs, and Director explained how the current transportation system was affecting attendance. Trustees commented on the increased Teen program attendance. Director commented that they had recently connected with teens at the most recent parent teacher conferences.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Ehler's Presentation

Moved further up in the meeting. See above.

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Holiday Closings for Calendar Year 2024

The Holiday Closings for Calendar Year 2024 were presented for review. After much discussion, the list was approved as presented.

MOTION: T. Adams moved to approve Holiday Closings for Calendar Year 2024 as presented.

SECOND: M. Martin

Roll Call:

Aye: T. Adams, M. Martin, B.M. Price, M. Hartmann, M. Jaworek, & S. Latif

Nay: -0-

Abstain: -0-

Motion Carried.

Levy Ordinance

The Levy Ordinance was presented for review.

MOTION: M. Jaworek moved to approve the Levy Ordinance as presented.

SECOND: T. Adams

Aye: T. Adams, M. Martin, B.M. Price, M. Hartmann, M. Jaworek, & S. Latif

Nay: -0-

Abstain: -0-

Motion Carried.

Holiday Bonus

The Holiday Bonus for all staff was presented for review. After much discussion, the holiday bonus was approved at \$75.00 per employee for all employees.

MOTION: T. Adams moved to approve Holiday Closings for Calendar Year 2024 as presented.

SECOND: M. Martin

Roll Call:

Aye: T. Adams, M. Martin, B.M. Price, M. Hartmann, M. Jaworek, & S. Latif

Nay: -0-

Abstain: -0-

Motion Carried.

Personal Leave Policy

The Personal Leave Policy was presented for approval. After much discussion, the personal leave policy was approved as presented, to line up with the new IL statute, effective January 1, 2024.

MOTION: M. Jaworek moved to approve Personal Leave Policy as presented.

SECOND: T. Adams

Roll Call:

Aye: T. Adams, M. Martin, B.M. Price, M. Hartmann, M. Jaworek, & S. Latif

Nay: -0-

Abstain: -0-

Motion Carried.

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Select Date on Policy Committee Meeting.

The Board Policy committee was asked to pick a date for a Policy review committee meeting. The committee chose Tuesday, November 28, 2023 at 5:30 PM at the Library.

Review Topics for Trustee Training 11/6/2023; select supper options.

The Board will hold Trustee Training on Monday, November 6, 2023 at 6:30 PM at the Library. Food will be catered in for this training. Topics to be covered include Open Meetings Act, Bylaws Review, Board Calendar Overview, Statement of Economic Interest.

City of Hope Tax Exemption Letter Review

The Board reviewed the certified letter notifying the Library about City of Hope's intent to file for tax exempt status. The letter included several addresses, some of which trustees pointed out, are for profit businesses. The property proposed for tax exemption is about 25% of the Zion EAV. The Director explained that the board members could participate in the Lake County hearing by attending the meeting (in person, by Zoom, by phone), drafting a letter, signing letters, and just being vocal, along with other community organizations, as needed.

EXECUTIVE SESSION

The Board did not enter into Executive Session.

ACTION TAKEN IN EXECUTIVE SESSION

None.

ADJOURNEMENT

MOTION: T. Adams moved to adjourn the Regular Board Meeting.

SECOND: M. Hartmann

Roll Call:

Aye: All in favor.

Nay: -0-

Abstain: -0-

Motion Carried.

The Board meeting adjourned at 8:00 PM.

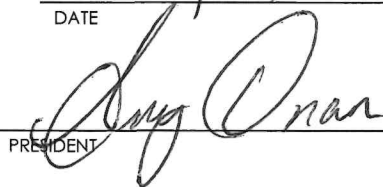
APPROVED: _____

DATE

11/28/2023

SIGNED: _____

PRESIDENT



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

ATTESTED: Mary E. Mott
SECRETARY

RECORDING SECRETARY: S. Torrez
Administrative Assistant

RECORDING SECRETARY: NA
For Executive Session Board Secretary