

LINCOLN PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES MEETING

June 15, 2023
620 Broadway St.

PRESENT: Tim Bacus, Keith Leesman, Susan Rohrer, Roger Michalsen, John Aton, Sheri Bay, Thomas Zwilling.

ALSO PRESENT: Mike Starasta, Caroline Kiest, April Jensen.

1. CALL TO ORDER: Zwilling calls the Lincoln Public Library Board of Trustees Meeting for June 15, 2023 at 5:31 pm.

2. ADDITIONS TO AGENDA: PLAW Act discussed at Library Director's report.

3. EXECUTIVE SESSION – Including 5 ILCS 120/02(c)(1) and/or (6): moved to the end of the meeting.

4. PUBLIC COMMENTS: None

5. APPROVAL OF THE MINUTES/CORRECTIONS: Zwilling asked to make a correction by changing Angie Gallagher to Amy Gallagher. Likewise to correct Roger Michalsen's name on the Decennial Report. Rohrer asked for a motion to accept the Lincoln Public Library Board of Trustees Meeting Minutes with corrections for May 18, 2023. Bay seconded. Motion carried 7 – 0.

6. NEW BUSINESS

a) Monthly financial reports: Michalsen inquired about the banking accounts. Aton said the FDIC is stepping up to prevent bank failures. Aton said it wouldn't be a bad idea to have more insurance coverage. Bacus suggested moving some of the library money to another bank. Starasta said it isn't necessary. Leesman said to send the Committed Fund to another bank. Aton recommended the Library to open a new bank account. Bay inquired about what other public libraries are doing. Bacus asked for a motion to accept the Financial Reports for May 31, 2023. Zwilling seconded. Motion carried 7 – 0.

b) Report from April: Leesman asked Jensen about the new employee. Jensen said Hannah Schmalshof would start in July. Jensen said the Children's Department needs a 3rd person. Annex staff is helping out the Children's room because they are short staffed. Jensen said the Adult Summer Reading Program is going well.

c) Report from Caroline: No questions.

7. OLD BUSINESS/FEEDBACK AND FOLLOW-UP

- a) **Roofing:** Starasta said Roofing Associates started work yesterday. Starasta commented on the smell in the Annex. The Roofing Associate employee said the smell came from the gas cans next to the A/C unit.

Jensen leaves at 6 pm.

- b) **Story Walk** Starasta and Cunningham met with the Logan County Board about the story walk displays. Logan County Board said they will be having story walk displays for other public libraries in Logan County.
- c) **Decennial Committee:** Starasta said at the Decennial meeting the discussion was about policies and closed session. Leesman spoke about cross training.
- d) **Misc.:** Leesman talked about Curtis Fox and having a plaque for the Library donors.

8. DIRECTOR'S REPORT

- a) **Rotary Temporary Change of Venue:** Starasta said the Rotary Club will be meeting will be held at the Presbyterian Church until the Summer Reading Program is over.

b) **Sesquicentennial:** Starasta would like to form a committee for the 150th Anniversary celebration. Starasta have the committee focus on the history of the library. Starasta said it will be in 2024 with multiple events.

- c) **Book sale:** Starasta said the Library is getting ready for the book sale. Kiest passed out a sheet for book sale volunteers.

- d) **Budget:** Starasta said the preliminary budget will be ready for the July Board Meeting.

- e) **August Board Meeting:** Starasta said the Library Board Meeting will be held the 3rd Thursday in August.

- f) **Misc.:** Starasta give the Library Board members a handout for the PLAW Act. Leesman said the PLAW Act should go into the procedures manual. Bacus asked Starasta if there are carbon monoxide detectors. Starasta said they are in with the smoke alarms.

EXECUTIVE SESSION: Bacus asked for a motion to go into Executive Session. Rohrer seconded. Motion carried 7 – 0.

Zwilling asked for a motion to leave Executive Session. Aton seconded. Motion carried 7- 0.

9. ADJOURNMENT: Rohrer asked for a motion to adjourn the Lincoln Public Library Board of Trustees Meeting for June 15, 2023. Leesman seconded. Motion carried 7 – 0.

Meeting ends 7: 47 pm.

Submitted Respectively,

Caroline Kiest
Recording Secretary