

Genoa Public Library District

Board of Trustee Meeting Minutes

May 19, 2025

- I. CALL TO ORDER – Meeting was called to order at 7:08 pm by Board Vice-President Donna Bradshaw. Trustees present: Steven Veeneman, Jennifer Lechelt, and Mary Keys. Trustees absent: Jim Hansen. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA – Steven moved to approve the agenda as presented. Second by Jennifer. Vote: Yes/4, No/0
- III. PUBLIC COMMENT – None
- IV. PRESENTATIONS – None
- V. APPROVAL OF MINUTES – Steven moved to approve the regular board meeting minutes from April 21, 2025. Second by Jennifer. Vote: Yes/4, No/0.
- VI. CORRESPONDENCE – Library Director Jen Barton read a letter from the director of the Illinois State Library regarding the two vacancies on the board.
- VII. TREASURER’S REPORT – Steven moved that we place \$27,756.21 on the record for audit for the month of April. Second by Jennifer. A roll call vote was taken: Steven-yes, Jennifer-yes, Mary-yes, Donna-yes
- VIII. OLD BUSINESS
 - i. Items on the Project List were reviewed, and the list will be updated to reflect progress and completion of current items.
- IX. NEW BUSINESS
 - i. Library Director Jen Barton shared the draft working budget for FY25-26 based on the preliminary numbers from the county tax computation report. The final draft will be on the June agenda for approval.
 - ii. Steven moved to approve the Non-Resident Fee Schedule for FY2025-26. Second by Jennifer. A roll call vote was taken: Steven-yes, Jennifer-yes, Mary-yes, Donna-yes
 - iii. Steven moved to approve the intergovernmental agreement with PrairieCat for participation in a new contract with Innovative for mobile app service beginning in October 2025. Second by Jennifer. Vote: Yes/4, No/0
 - iv. Steven moved to accept the quote from CMJ It Solutions to upgrade and install new patron computers at a cost of \$11,485.89. Second by Jennifer. A roll call vote was taken: Steven-yes, Jennifer-yes, Mary-yes, Donna-yes
 - v. Mary moved to accept the quote from CMJ IT Solutions to upgrade and install a new network switch at a cost of \$1,484.98. Second by Steven. A roll call vote was taken: Steven-yes, Jennifer-yes, Mary-yes, Donna-yes
 - vi. Mary moved to accept the quote from Vonage to provide VOIP service. Second by Steven. A roll call vote was taken: Steven-yes, Jennifer-yes, Mary-yes, Donna-yes
- X. STANDING COMMITTEES
 - a. Finance – None
 - b. Technology – None
 - c. Facilities – None
 - d. Policy - None
- XI. DIRECTOR’S REPORT AND MONTHLY STATISTICS – Presented
- XII. FUTURE AGENDA ITEMS – None
- XIII. ADDITIONAL DISCUSSION
 - i. Library Director Jen Barton reminded the board that the library will be closed on Thursday, May 29 and Saturday, May 31, 2025, for Genoa Days.

- ii. Library Director Jen Barton distributed the director's evaluation packet to the board for review and discussion at the June meeting.

XIV. CLOSED SESSION – None

XV. ADJOURNMENT – The meeting was adjourned in due form at 8:23 pm.

Next Meeting: June 23, 2025