

**Genoa Public Library**  
Board of Trustee Meeting Minutes  
January 15, 2024

- I. CALL TO ORDER – Meeting was called to order at 7:00 pm by Board President Jim Hansen. Trustees present: Steven Veeneman, Donna Bradshaw, and Mary Keys. Trustees absent: Jennifer Lechelt. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA – Steven moved to approve the agenda, second by Donna. Vote: Yes/4, No/0
- III. PUBLIC COMMENT – None
- IV. PRESENTATIONS – None
- V. APPROVAL OF MINUTES – Steven moved to approve the minutes from December 18, 2023. Second by Donna. Vote: Yes/4, No/0
- VI. CORRESPONDENCE
  - i. The library received an invitation to the 66th Annual Dinner & Awards Ceremony for the Genoa Area Chamber of Commerce on February 21, 2024. Please let Library Director Jen Barton know if you are interested in attending before February 5th.
  - ii. The library received the annual letter from the Illinois State Library reminding all district boards of their legal obligation to report board vacancies and trustee appointments to the State Library.
- VII. TREASURER’S REPORT – Steven moved that we place \$23,486.19 on the record for audit for the month of December. Second by Donna. A roll call vote was taken: Steven-yes, Donna-yes, Jim-yes, Mary-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 presented the summary of our insurance renewal from Cook & Kocher Insurance Group for 2024-25. All of our coverages remain the same and our premium increased 6.4% to \$9,871.00. Our policies will renew on February 1, 2024.
  - ii. Library Director Jen Barton presented the renewal for ProQuest Ancestry Library that goes into effect on March 1, 2024. Our renewal cost is \$1,611.08 which is an increase of \$54.48 over last year.
- 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. The Board reviewed Serving Our Public 4.0: Standards for Illinois Public Libraries for the FY2024 Illinois Public Libraries Per Capita grant application.
- XIV. CLOSED SESSION – None
- XV. ADJOURNMENT – The meeting was adjourned in due form at 8:00 pm.

**Next Meeting: February 19, 2024**