

Genoa Public Library

Board of Trustee Meeting Minutes

July 19, 2021

- 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 Jennifer Lechelt. Trustees absent: Julie Leffelman. Also present: Library Director Jen Barton.
- II. APPROVAL OF AGENDA – Steven moved to approve the agenda, second by Jennifer. Vote: Yes/4, No/0
- III. PUBLIC COMMENT – Chuck Cravatta, new Deputy Mayor for the City of Genoa and Alderman for Ward 3, introduced himself to the Board and shared his desire to develop a collaborative relationship amongst the City of Genoa and the boards of other local governments and organizations.
- IV. PRESENTATIONS – None
- V. APPROVAL OF MINUTES – Steven moved to approve the minutes as corrected from June 21, 2021. Second by Jim. Vote: Yes/4, No/0
- VI. CORRESPONDENCE
 - i. Jen shared that the library received a letter from the Secretary of State notifying us that we will receive a FY21 Illinois Per Capita Grant award in the amount of \$7,659.68.
 - ii. Jen shared that the library received notice that the owner of 307, 309, 311, & 313 Jackson Street would be requesting permission to rezone the property from the Central Business and Civic District to City Residential at the July 8, 2021 Plan Commission meeting.
- VII. TREASURER’S REPORT – Steven moved that we place \$25,663.09 on the record for audit for the month of June. Second by Donna. A roll call vote was taken: Steven-yes, Jim-yes, Jennifer-yes, Donna-yes
- VIII. CLOSED SESSION – At 7:29 pm, Steven made a motion to go into closed session pursuant to 5 ILCS 120 of the Open Meetings Act for the consideration of 5 ILCS 120/2(c)1 to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel, including hearing testimony of a complaint lodged against an employee or against legal counsel to determine its validity. Second by Jim. Vote: Yes/4, No/0. Closed session was adjourned at 7:42 pm. Open session was resumed at 7:43 pm.
- IX. OLD BUSINESS
 - i. Items on the Project List were reviewed and the list will be updated to reflect progress and completion of current items.
 - ii. Items in the Strategic Plan Workbook were reviewed and the list will be updated to reflect progress and completion of goals.
- X. NEW BUSINESS
 - i. Steven made a motion to approve the Building Maintenance Ordinance 21-01. Second by Jennifer. A roll call vote was taken: Donna-yes, Jim-yes, Jennifer-yes, Steven-yes
 - ii. Jim made a motion to accept the engagement letter with Wipfli to complete our fiscal year 2021 compilation report for an estimated cost of up to \$1,500. Second by Donna. A roll call vote was taken: Steven-yes, Jennifer-yes, Donna-yes, Jim-yes
- XI. STANDING COMMITTEES
 - a. Finance – None
 - b. Technology – None
 - c. Facilities – None
 - d. Policy - None
- XII. DIRECTOR’S REPORT AND MONTHLY STATISTICS – Presented
- XIII. ADDITIONAL DISCUSSION
 - i. The Board presented the annual review of the Library Director, Jen Barton.

XIV. ADJOURNMENT – The meeting was adjourned in due form at 8:47 pm.

Next Meeting: August 16, 2021

***ALL BOARD MEMBERS, STAFF, AND PUBLIC ATTENDEESS WERE REQUIRED TO MAINTAIN PROPER PHYSICAL DISTANCING (AT LEAST 6 FEET APART) WHILE PARTICIPATING IN THE MEETING.**