

# Genoa Public Library District

## Board of Trustee Meeting Minutes

January 16, 2023

- I. CALL TO ORDER – Meeting was called to order at 7:25 pm by Board President Jim Hansen. Trustees present: Steven Veeneman, Jennifer Lechelt, and Donna Bradshaw. Trustee absent: Julie Leffelman. 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 19, 2022. Second by Donna. Vote: Yes/4, No/0
- VI. CORRESPONDENCE
  - i. Jim read a letter from staff member Mark Pahnke thanking the Board for the Christmas card and gift he received.
  - ii. The library received an invitation to the 65<sup>th</sup> Annual Dinner & Awards Ceremony for the Genoa Area Chamber of Commerce on February 15, 2023. Please let Library Director Jen Barton know if you are interested in attending before February 8<sup>th</sup>.
  - iii. Library Director Jen Barton read a letter from the DCEDC that Custom Aluminum Products has met the requirement of the Memorandum of Understanding for 2022 and are eligible for a tax abatement for the fourth year.
  - iv. Library Director Jen Barton shared a letter from Governor Pritzker regarding non-discrimination in public spaces dated December 22, 2022.
- VII. TREASURER’S REPORT – Steven moved that we place \$25,064.94 on the record for audit for the month of December. Second by Jennifer. A roll call vote was taken: Steven-yes, Jim-yes, Donna-yes, Jennifer-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 a comparison chart of the policies, coverage levels, and premium costs between our current insurance broker, Heil and Heil Insurance Agency, and those from Cook & Kocher Insurance Group and The Bulow Group. Steven made a motion to accept all of the recommended lines of coverage from Cook & Kocher Insurance Group for a total annual cost of \$9,679. Second by Jennifer. A roll call vote was taken: Steven-yes, Jim-yes, Donna-yes, Jennifer-yes.
  - ii. Steven made a motion to renew our access to Ancestry Library Edition through ProQuest for another year at a cost of \$1,556.60. Second by Donna. A roll call vote was taken: Donna-yes, Jennifer-yes, Jim-yes, Steven-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 will be taking vacation days on February 6-7, 2023 and May 1-4, 2023.

XIV. CLOSED SESSION – None

XV. ADJOURNMENT – The meeting was adjourned in due form at 8:25 pm.

**Next Meeting: February 20, 2023**