

**SHOREWOOD-TROY PUBLIC LIBRARY DISTRICT
BOARD MEETING
February 8, 2024**

The regular meeting of the Shorewood-Troy Public Library Board of Trustees was called to order by the President, Thomas Novinski, at 7:00 p.m. on February 8, 2024. The meeting took place in Meeting Room A of the Library located at 650 Deerwood Dr., Shorewood, IL 60404.

ROLL CALL:

TRUSTEES PRESENT:

- | | |
|--------------------|-----------------|
| 1. Karen Voitik | 2. Vito Schultz |
| 3. Arthetta Reeder | 4. Tom Novinski |
| 5. Krysten McGee | |

ABSENT: Tracy Caswell, Bob Stahl

STAFF PRESENT:

Jennie Mills, Director
Cindy Norman, Finance Clerk

VISITORS PRESENT:

CHANGES/ADDITIONS TO AGENDA: None

APPROVAL OF MINUTES:

Vice President Schultz moved that the minutes of the regular meeting on January 11, 2024, be approved. Secretary Voitik seconded the motion, which passed with all members present voting "Yes."

COMMENTS FROM THE PUBLIC: None

TREASURER'S REPORT:

Cash on Hand Beginning of January 2024	\$ 934,728.19
Cash received during January 2024	46,926.72
Disbursements January 2024	<u>(136,361.22)</u>
Cash on Hand End of January 2024	\$ 845,293.69

Location and Denomination of Cash

Petty Cash	\$ 300.00
General Fund Checking – Chase	(15,977.70)
Money Market Fund – Chase	71,487.25
Money Market Fund – Old Plank Trail x6183	364,608.67
Payroll Account – Chase	8,038.64
License Plates – Chase	1,564.81
Money Market – Old Plank Trail x9335	23,242.34
Money Market – Old Plank Trail x9981	287,068.82
PMA Financial CD80197	<u>104,960.86</u>
TOTAL	\$ 845,293.69

APPROVAL AND PAYMENT OF BILLS:

Vice President Schultz moved that the bills presented for payment be approved. Secretary Voitik seconded the motion. A roll call vote was taken, and the motion passed with all Trustees present voting "Yes."

LIBRARIAN'S REPORT:

- a. Director's Report with personnel – Jennie Cisna Mills
Director Mills informed the Board that the roof leak was caused by extra holes that the roofers could not see previously due to earlier heavy snow. The holes were repaired, and only about 15 additional books were damaged. The roofing company will check the roof again in the Spring.
-Track lighting in the Children's Department was repaired, and a new light in the back storage room was installed.
- b. Department Heads

OLD BUSINESS:

- a. Vice President Schultz motioned, and Secretary Voitik seconded, to approve the Social Media Policy. The motion passed, with all Trustees present voting "Yes."

NEW BUSINESS:

- a. Vice President Schultz motioned, and Trustee Reeder seconded, to approve the revised parking lot design for submission to the Village of Shorewood Planning and Zoning Committee. A roll call was taken, and the motion passed with all Trustees present voting "Yes."
- b. Vice President Schultz motioned, and Trustee Reeder seconded, to approve the Memorandum of Understanding with Will County Workforce to have a kiosk located in the library. A roll call was taken, and the motion passed with all Trustees voting "Yes."
- c. The Board is going to move the Strategic Planning Meetings to a date in April or May due to the Strategic Planner's unavailability. Director Mills will send out a Doodle Poll to see what dates work best for everyone.

CORRESPONDENCE: The board reviewed all correspondence.

OTHER BUSINESS: None

Trustee Vito Schultz motioned, and Secretary Karen Voitik seconded, that the meeting be adjourned at 7:44 p.m., with all members present voting yes.

Respectfully submitted,
Cindy Norman, Finance Clerk