

**SHOREWOOD-TROY PUBLIC LIBRARY DISTRICT
BOARD MEETING
March 14, 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 March 14, 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. Tom Novinski | 4. Tracy Caswell |
| 5. Arthetta Reeder (7:03 pm) | 6. Krysten McGee |
| 7. Bob Stahl | |

STAFF PRESENT:

Jennie Mills, Director
Cindy Norman, Finance Clerk

CHANGES/ADDITIONS TO AGENDA: None

APPROVAL OF MINUTES:

Secretary Voitik moved that the minutes of the regular meeting on February 8, 2024, be approved. Vice President Schultz seconded the motion. The motion passed with a majority vote. Trustee Caswell and Treasurer Stahl abstained.

COMMENTS FROM THE PUBLIC: None

TREASURER'S REPORT:

| | |
|---|---------------------|
| Cash on Hand Beginning of February 2024 | \$ 845,293.69 |
| Cash received during February 2024 | 22,550.11 |
| Disbursements | <u>(115,057.59)</u> |
| Cash on Hand End of February 2024 | \$ 752,786.21 |

Location and Denomination of Cash

| | |
|---|-------------------|
| Petty Cash | \$ 300.00 |
| General Fund Checking – Chase | (6,172.54) |
| Money Market Fund – Chase | 56,489.28 |
| Money Market Fund – Old Plank Trail x6183 | 366,732.45 |
| Payroll Account – Chase | 17,561.03 |
| License Plates – Chase | 1,605.43 |
| Money Market – Old Plank Trail x9335 | 23,334.70 |
| Money Market – Old Plank Trail x9981 | 187,975.00 |
| PMA Financial CD80197 | <u>104,960.86</u> |

| | |
|--------------|----------------------|
| TOTAL | \$ 752,786.21 |
|--------------|----------------------|

APPROVAL AND PAYMENT OF BILLS:

Treasurer Stahl 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 a majority vote. Trustee Caswell abstained.

LIBRARIAN'S REPORT:

- a. Director's Report with Personnel – Jennie Cisna Mills
 - Director Mills updated the Board that the Worker's Compensation audit was completed.
 - LIRA is providing a new building appraisal as part of their package. Director Mills will forward the appraisal when it is completed.
 - Both physical and digital circulation had strong increases over February 2023 and February 2022.
- b. Department Heads

OLD BUSINESS:

- a. Parking Lot Update:

The Building Committee met and voted to increase the new parking lot from 15 to 18 spots. Ethos will charge \$6,600 to change the site plan. The Village of Shorewood will review the new site plan, and if approved, it will be included in the April 3, 2024, Planning & Zoning meeting.

NEW BUSINESS:

- a. Treasurer Stahl motioned/Vice President Schultz seconded to hold the Strategic Planning Meeting for the Board Members on April 18, 2024, from 7:00 p.m. – 9:00 p.m. The motion passed with a majority vote.
- b. Vice-President Schultz motioned, and Trustee Reeder seconded, to close the library for half a day on April 18, 2024, so that staff can meet with the Strategic Planner for staff input. The motion passed with a majority vote.

CORRESPONDENCE: All correspondence was discussed.

OTHER BUSINESS: None

Vice President Schultz motioned/Secretary Voitik seconded for the meeting to adjourn at 7:24 p.m. with all members present voting yes.

Respectfully submitted,
Cindy Norman, Finance Clerk