

**SHOREWOOD-TROY PUBLIC LIBRARY DISTRICT
BOARD MEETING
January 13, 2022**

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 January 13, 2022. The meeting took place in Meeting Room A of the Library. Social distancing was observed.

ROLL CALL:

TRUSTEES PRESENT:

- | | |
|--------------------|------------------|
| 1. Thomas Novinski | 5. Tracy Caswell |
| 2. Karen Voitik | 6. Bob Stahl |
| 3. Vito Schultz | 7. Amy Chellino |
| 4. Phil Besler | |

ABSENT: None

STAFF PRESENT:

Jennie Mills, Director
Shalyn Rodriguez, Assistant Director
Cindy Norman, Finance Clerk

VISITORS PRESENT: None

CHANGES/ADDITIONS TO AGENDA: None

APPROVAL OF MINUTES:

A correction was made to the minutes of the regular meeting held on December 9, 2021 and Bob Stahl moved to approve the minutes as corrected. Vito Schultz seconded the motion, and it was passed with all present voting yes.

COMMENTS FROM THE PUBLIC: NONE

TREASURER'S REPORT:

Cash on Hand Beginning of December 2021	\$811,735.46
Cash received during December 2021	\$ 70,977.30
Disbursements	<u>\$(124,077.72)</u>
Cash on Hand End of December 2021	\$758,635.04

Location and Denomination of Cash

Petty Cash	\$ 300.00
General Fund Checking – Chase	4,297.38
Money Market Fund – Chase	285,937.08
Money Market Fund – Shorewood Bank & Trust	364,473.07
Payroll Account – Chase	3,500.29
PMA Financial CD80197	<u>100,127.22</u>
TOTAL	\$758,635.04

APPROVAL AND PAYMENT OF BILLS:

Phil Besler moved that the bills presented for payment be approved. Karen Voitik seconded the motion. A roll call vote was taken with all Trustees present passing the motion.

LIBRARIAN'S REPORT:

- a. Director's Report with personnel – Jennie Cisna Mills
- b. Department Heads

OLD BUSINESS: None

NEW BUSINESS:

- a. Trustees approved submission of annual Interlibrary Loan Statistics Report for FY21. Stahl motioned/Chellino seconded with all members present voting yes.
- b. Trustees approved the Notary Services Policy. Caswell motioned/Schultz seconded with all members present voting yes.
- c. Trustees approved the recommendation from the Building Committee to request \$30,265 in upfront payments from the IL Department of Commerce and Economic Opportunity. Besler motioned/Stahl seconded with all members present voting yes.
- d. Trustees discussed the Library serving as a location to renew license plate stickers. Board members need to send Jennie any questions they have by January 21, 2022 and she will get them answered for the next board meeting.
- e. Trustees discussed approaching the Village regarding diagonal parking on Deerwood Dr. and it was decided to not move forward with this.
- f. Trustees reviewed the current by-laws and made updates. A draft will be on the agenda for the February meeting with a vote at the March meeting.

ANNOUNCEMENTS:

- a. Jennie on vacation January 26th – January 28th
- b. Friends book sale has been moved to September 2022 due to current COVID positivity rates

Schultz motioned/Voitik seconded for the meeting to adjourn at 7:39 p.m. with all members present voting yes.

Respectfully submitted,
Cindy Norman, Finance Clerk