

**NIPPERSINK PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
REGULAR MEETING
May 11, 2021**

CALL TO ORDER

The Regular Meeting of the Board of Library Trustees of the Nippersink Public Library District at the Nippersink Library, 5418 Hill Road, Richmond, Illinois, was called to order at 7:00 P.M. by Vice President Drew Knobloch.

PRESENT

Trustees Adrienne Adams, Brett Bieder, Robert Johnston, Michelle Jordan, Drew Knobloch, Sue Rekenhaller and Library Director Cynthia Cole were present. Trustee Sandra Peterson was absent.

RECOGNITION OF SECRETARY

Trustee Rekenhaller was recognized as Secretary. Director Cole volunteered to act as Recorder.

RECOGNITION OF MEMBERS OF THE AUDIENCE - None

ADDITIONS – None

MINUTES

A. Approve April 13, 2021 Regular Meeting Minutes

MOTION was made by Trustee Rekenhaller, seconded by Trustee Bieder, to approve the April 13, 2021 Regular Meeting Minutes.

Voice Vote: All in Favor

MOTION CARRIED

CORRESPONDENCE AND ANNOUNCEMENTS - None

A.

TREASURER'S REPORT

A. Review and Approve Warrant #11

Warrant #11 was essentially tabled. Director Cole advised that we became aware of fraudulent activity on our disbursement account. We immediately closed the account and transferred the money into a new account and put other safeguards in place to prevent this from happening again. No monies have been lost as a result of the fraudulent activity. We are waiting for the checks on the new account to come in so we can pay bills. She did provide an Unpaid Bills Detail which showed an accounts payable total of \$10,995.86. As soon as the new checks arrive, Treasurer Adams will come in to sign checks and pay bills.

B. REVIEW MONTHLY BUDGET REPORT

Director Cole advised that we are approximately \$27,000 under budget for the month ending April 30, 2021. We should also get our first 2020 tax disbursement later this month.

LIBRARY DIRECTOR’S REPORT

We are working on the summer reading program which will kick off on Saturday, June 5. The program will again be virtual using the Beanstack app. Since we are not conducting any programming, we are using those funds to support our local businesses and purchase gift cards, gift certificates and coupons which can be used for prizes. The summer newsletter should go out around May 25.

COMMITTEE REPORTS - None

A.

NEW BUSINESS – None

A. Review 2021 Election Canvass of Results

The Canvass was reviewed and Trustees Adams, Bieder, Johnston and Jordan were all elected to four-year terms and there are no vacant seats on the library board of trustees.

B. Administer Oath of Office

Trustee Rekenhaller in her capacity as Board Secretary administered the Oath of Office to Trustees Adams, Bieder, Johnston and Jordan.

C. Review and Approve Officer Slate of Candidates

The Slate of Candidates was reviewed and approved. The following trustees will serve a two-year term of office: President, Sandra Peterson; Vice President, Drew Knobloch; Treasurer, Adrienne Adams; and Secretary, Theresa Sue Rekenhaller.

MOTION was made by Trustee Rekenhaller, seconded by Trustee Bieder, to approve the Officer Slate of Candidates.

Voice Vote: All in Favor

MOTION CARRIED

D. Approve Resolution 2021-5-A Authorization of Check Signers

The change in bank accounts required us to authorize new check signers.

MOTION was made by Trustee Bieder, seconded by Trustee Jordan, to approve Resolution 2021-5-A Authorization of Check Signers

Roll Call Vote: Ayes: Adams, Bieder, Johnston, Jordan, Knobloch, Rekenhaller

Nays: None

MOTION CARRIED

E. Review FY22 Preliminary Working Budget

Director Cole reviewed the FY22 Preliminary Working Budget. She reviewed the revenue and expense categories and advised that she will make some adjustments within various budget lines, but the total revenue and expense lines should be consistent.

UNFINISHED BUSINESS -

A. Review Library Phased Reopening Plan

Director Cole provided a proposal to expand hours and services beginning June 1. She reiterated there will be no programming events and recommended the meeting rooms remain closed for the

time being. We are still asking patrons to limit their visit to one hour per day; this includes computer use. The trustees were in agreement that these were good next steps.

AUDIENCE COMMENTS – None

ADJOURN

There being no further business, Vice President Knobloch declared the meeting adjourned at 8:18 P.M.

Respectfully submitted by Cynthia Cole,

Theresa Sue Rekenhaller, Secretary