

**NIPPERSINK PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
REGULAR MEETING
September 12, 2023**

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 7:01 P.M. by President Drew Knobloch.

PRESENT

Trustees Adrienne Adams, Brett Bieder, Heather Evenson, Robert Johnston, Michelle Jordan, Drew Knobloch, Sue Rekenhalter and Library Director Cynthia Cole were present.

RECOGNITION OF SECRETARY

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

RECOGNITION OF MEMBERS OF THE AUDIENCE – None

ADDITIONS – None

MINUTES

A. Approve August 8, 2023 Regular Meeting Minutes

MOTION was made by Trustee Johnston, seconded by Trustee Bieder, to approve the August 8, 2023 Regular Meeting Minutes.

Voice Vote: All in Favor

MOTION CARRIED

CORRESPONDENCE AND ANNOUNCEMENTS

A. ILA Conference, Springfield, IL – Trustee Day is Thursday, October 26. All registration is being handled online. The Early Bird Registration Deadline is October 2.

TREASURER'S REPORT

A. Review and Approve Warrant #3

Warrant #3 in the amount of \$27,340.32 was reviewed for payment.

MOTION was made by Trustee Bieder, seconded by Trustee Adams, to approve Warrant #3.

**Roll Call Vote: Ayes: Adams, Bieder, Evenson, Johnston, Jordan, Knobloch,
Rekenhalter**

Nays: None

MOTION CARRIED

B. REVIEW MONTHLY BUDGET REPORT

Director Cole advised that we came in approximately \$21,000.00 under budget for the month ending August 31, 2023.

LIBRARY DIRECTOR'S REPORT

All items in the Director's Report are on the agenda.

COMMITTEE REPORTS – Serving our Public Chapters 1-4 were reviewed for the FY24 Per Capita Grant application.

NEW BUSINESS –

A. Approve Revised Policy #303 Vacation

The vacation accrual for the library director was adjusted in order to be more competitive with other libraries.

MOTION was made by Trustee Bieder, seconded by Trustee Rekenthaler, to approve revised Policy #303 Vacation.

Voice Vote: All on Favor

MOTION CARRIED

UNFINISHED BUSINESS

A. Approve Ordinance 2023-9-1 Combined Annual Budget and Appropriation Ordinance.

Director Cole advised that she made some minor adjustments after the August review, including increasing the lines for Building Maintenance Contractual and Contingencies.

MOTION was made by Trustee Jordan, seconded by Trustee Bieder, to approve Ordinance 2023-9-1 Combined Annual Budget and Appropriation Ordinance.

Roll Call Vote: Ayes: Adams, Bieder, Evenson, Johnston, Jordan, Knobloch, Rekenthaler

Nays: None

MOTION CARRIED

B. Approve Ordinance 2023-9-2 Transfer to Special Reserve Fund

This ordinance formally transfers excess funds from the General Fund to the Special Reserve Fund.

MOTION was made by Trustee Bieder, seconded by Trustee Evenson, to approve Ordinance 2023-9-2 Transfer to Special Reserve Fund.

Roll Call Vote: Ayes: Adams, Bieder, Evenson, Johnston, Jordan, Knobloch, Rekenthaler

Nays: None

MOTION CARRIED

C. Discuss Proposed Annexation Agreement with Village of Richmond

President Knobloch advised that he would like to propose amendments to the agreement which would include a timeline for bringing the sewer/water line to the library within the next ten years, and a potential cost-sharing agreement with the village. Director Cole will forward the revisions to the village for their review.

D. Discussion Related to Director Search

Director Cole provided a copy of the job description for the position and a revised timeline for the search. The position will be posted on numerous professional websites beginning Monday, September 18 with a deadline for applying of October 13. Director Cole advised that we will need to schedule two special meetings for the week of October 30 to conduct Zoom interviews with the semi-finalists and set a date in November for finalist interviews and presentations. Consensus was reached to conduct Zoom interviews on Monday, October 30 and Thursday, November 2. Finalist interviews will be conducted on Saturday, November 18.

ADDITIONS - None

AUDIENCE COMMENTS – None

ADJOURN

There being no further business, President Knobloch declared the meeting adjourned at 7:54 P.M.

Respectfully submitted by Cynthia Cole,

Theresa Sue Rekenthaler, Secretary