

**NIPPERSINK PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES REGULAR MEETING
JANUARY 14, 2025; 7:00 PM at the Library 5418 Hill Rd, Richmond, IL**

CALL TO ORDER

The Regular Meeting of the Board of Library Trustees of Nippersink Public Library District at the Nippersink Library, 5418 Hill Rd. Richmond, Illinois, was called to order at 7:00 p.m. by President Knobloch.

PRESENT

Trustees Brett Bieder, Sue Rekenhaller, Drew Knobloch, Adrienne Adams, Robert Johnston, and Heather Evenson and Library Director were present.

RECOGNITION OF SECRETARY

Trustee Rekenhaller was recognized as secretary. Staff member Nielson volunteered to act as recorder.

ABSENT

Trustee Michelle Jordan is excused.

RECOGNITION OF MEMBERS OF THE AUDIENCE

Yoni Nielson, Assistant to the Director
Kristine Ozyuk, Adult Services and Circulation Manager
Ash Lee Simons, Youth Services Manager
Keith Schleiffer, Patron from Spring Grove
Alie Stansbury, Patron from Spring Grove

AUDIENCE COMMENTS

Ali Stansbury wanted to thank the Library Board for hosting the Open House, as she felt it was ran very successfully. She also stated that she worked at the Library for many years, and she loves the changes and the direction that the Library is going in.

Keith Schleiffer wanted clarification on choosing the new Attorney and staff training.

ADDITIONS

None

MINUTES

- a. Approve November 12, 2024, Closed Session Meeting Minutes
Postpone until the next meeting.
- b. Approve December 10, 2024, , Regular Meeting Minutes
**Motion was made by Trustee Bieder, Second by Trustee Adams, to approve the December 10, 2024, Regular Meeting Minutes.
Voice Vote: All in Favor
MOTION PASSES**

- c. Approve December 10, 2024, Closed Session Meeting Minutes
Postpone until next meeting.

CORRESPONDENCE AND LIBRARY NEWS

1. Thank you card from Jane Larson
2. Holiday cards from patrons
3. New employment law, www.hrsource.org
 - a. Changes to Illinois Rights Act
 - b. Wage payment and Collection Act
 - c. Personnel Record Review Act
 - d. Freedom of Speech Act
 - e. E-Verify
 - f. Pay Transparency

TREASURER'S REPORT

- a. Review and Approve Warrant #7*
Warrant #1 in the amount of \$32,337.01 was reviewed for payment.
Motion was made by Trustee Evenson, Second by Trustee Bieder to approve the Warrant #7 in the amount of \$32,337.01.
Roll call Vote: Ayes: Johnston, Knobloch, Rekenhaler, Jordan, Adams.
Nays: None.
Absent: Jordan
MOTION PASSES
- b. Review Monthly Budget Report
Director Fanslow reports that December's financials reflects higher expenses due to last payment made to Studio GC, TKE and the final payment for annual audit.

SPECIAL REPORTS

Library Director

The FY23/24 Comptroller and Treasurer's Report has been filed and accepted. Our sales tax will be automatically renewed and property tax exemption will expire in 2025 and renewal has been submitted. We have also received of our 2024 Levy.

Director Fanslow reports that meetings are scheduled for each board liaisons to discuss the specific topics either in person or by phone.

Director Fanslow reports that the Employee Handbooks has been updated and distributed to staff and Board Members.

Library Board President

Board President Knobloch reports that he looked into workplace culture remediation training/resources. Some websites have been suggested (included in the board packet). There is an online training and it will cost \$250.

Board President Knobloch reminded the rest of the board members to set aside 30-60 minutes to meet with Director Fanslow to discuss the Liaison reports and to provide 2-3 sentences summary to Director Fanslow. The meeting can be by phone, by Teams, or by Zoom.

Youth Services

Simons reports about Jane's retirement and a new hiring Youth Services Programmer is on its way. The two volunteers are working out very wonderfully and will welcome their book review in the YA section.

Simons reports that the YS team have completed the mandatory training of work culture. Next will be the Project Enable which is about accessibility and disability inclusion.

Simons reports that preparation for Summer Reading is starting.

Strategic Planning Committee Report

Director Fanslow reports that the Open House has 49 attendees, issued 7 new library cards.

Director Fanslow reports that the committee went over the survey results.

UNFINISHED BUSINESS (All possible action items)

Bank – an RFP has been sent out to potential banks that might be interested

NEW BUSINESS (All possible action items)

Semi-Annual Review of Closed Minutes

Motion was made by Trustee Bieder, Second by Trustee Adams, to approve the Combined Annual Budget & Appropriation Ordinance

Roll call Vote: Ayes: Johnston, Knobloch, Rekenthaler, Jordan, Adams.

Nays: None.

Absent: Jordan

MOTION PASSES

- a. Policies: First Reading
 - a. Capital Assets Policy
 - b. Fund Balance Policy

b. February Meeting Date

After discussion, the February Board Meeting date will not be changed, February 11, 2025

TRUSTEE TRAINING

A 10-minute video was played regarding the Library Advocacy.

ADJOURN

There being no further business, President Knobloch declared the meeting adjourned at 7:52 p.m.

Respectfully submitted by Dana Fanslow

Theresa Sue Rekenhaller, Secretary