CISSNA PARK COMMUNITY LIBRARY

BOARD OF TRUSTEES

MEETING

January 24, 2022

CALL TO ORDER AND ROLL CALL

President Larry Hofbauer called the regular meeting of the Cissna Park Community Library District Board of Trustees to order at 4:31 pm with the following trustees and administrators present: Matthew Osborn; Emily Tuttle; Lois Steiner; Larry Hofbauer; Elaine Young; and Donna Jean, Librarian.

APPROVAL OF AGENDA

Emily Tuttle made a motion, seconded by Lois Steiner, to approve the Agenda as presented. Vote: ayes, all. Motion carried.

APPROVAL OF MINUTES

Matt Osborne made the motion, seconded by Lois Steiner, to approve the minutes of the November 15, 2021, regular meeting as presented. Vote: ayes, all. Motion carried.

TREASURER’S REPORT – INVESTMENT POLICY REPORT

Ms. Steiner reported an interest income in the Money Market of $7.35 and a balance on hand in the Money Market as $52,622.57, an interest income in the NOW account of $1.52 and a balance in the NOW account as $54,557.54, a balance in one CD as $58,272.74, and a balance in the second CD as $26,191.82.

Ms. Steiner reported that, in conformance with our Investment Policy, all funds except Petty Cash are invested in insured accounts with the Frederick Community Bank.

READING AND ALLOWANCE OF BILLS

Lois Steiner made the motion, seconded by Matt Osborne, to approve payment of the bills as presented. Discussion. Roll call vote: Mr. Osborne, yes; Mr. Hofbauer, yes; Mrs. Young, yes; Mrs. Tuttle, yes; Mrs. Steiner, yes. Motion carried.

OPPORTUNITY FOR PUBLIC INPUT

None.

COMMUNICATIONS

In her Librarian’s Report, Mrs. Jean reported circulation is low for December. Automation is fine.

In Mrs. Thomas’s absence, Mrs. Jean reported Mrs. Thomas has 9 children for Story Hour. The summer reading program is Read Beyond the Beaten Path (camping theme).

UNFINISHED BUSINESS

The sign for parking spaces and entrance motion was tabled.

Larry Hofbauer made the motion, seconded by Elaine Young to discontinue 2 of the hotspot services. Discussion. Vote: ayes, all. Motion carried.

NEW BUSINESS

Emily Tuttle made the motion, seconded by Matt Osborne to accept the updated Selection Reconsideration Policy. Discussion. Vote: ayes, all. Motion carried.

Lois Steiner made the motion, seconded by Emily Tuttle to accept the Illinois Libraries Present Intergovernmental Agreement and pay $40.00 for 6 months for the pilot program. Discussion. Roll call vote: Mr. Osborne, yes; Mrs. Tuttle, yes; Mr. Hofbauer, yes; Mrs. Steiner, yes; Mrs. Young, yes. Motion carried.

Lois Steiner made the motion, seconded by Matt Osborne to have Mrs. Jean look for an individual to hire on a contract basis to update and maintain the library website on an as-needed basis. Discussion. Vote: ayes, all. Motion carried.

ADJOURNMENT

Emily Tuttle made the motion, seconded by Matt Osborne, to adjourn the meeting at 5:00 p.m. Discussion. Vote: ayes, all. Motion carried.

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 President

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 Secretary