CISSNA PARK COMMUNITY LIBRARY

BOARD OF TRUSTEES

PUBLIC HEARING ON THE ANNUAL

BUDGET AND APPROPRIATIONS ORDINANCE

September 20, 2021

CALL TO ORDER AND ROLL CALL

President Larry Hofbauer called the Public Hearing on the Annual Budget and Appropriations Ordinance of the Cissna Park Community Library District Board of Trustees to order at 4:31 p.m. with the following trustees and administrators present:  Matt Osborne, Jeanne Seggebruch; Lynn Hasselbring; Larry Hofbauer; Lois Steiner; and Donna Jean, Librarian.

NEW BUSINESS

Presentation and discussion of the annual Budget and Appropriation Ordinance.

PUBLIC INPUT

None.

ADJOURNMENT

Lois Steiner made the motion, seconded by Jeannie Seggebruch, to adjourn the meeting at 4:33 p.m.  Vote: ayes, all.  Motion carried.

CISSNA PARK COMMUNITY LIBRARY

BOARD OF TRUSTEES

MEETING

                                                              September 20, 2021

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 4:34 p.m. on September 20, 2021, with the following trustees and administrators present:  Matt Osborne, Lynn Hasselbring; Jeanne Seggebruch; Larry Hofbauer; Lois Steiner; and Donna Jean, Librarian.

APPROVAL OF AGENDA

Lynn Hasselbring made the motion, seconded by Matt Osborne, to approve the Agenda as presented.  Vote: ayes, all.  Motion carried.

APPROVAL OF MINUTES

Jeannie Seggebruch made the motion, seconded by Lois Steiner, to approve the minutes of the July 19, 2021 regular meeting as presented. Vote: ayes, all. Motion carried.

TREASURER’S REPORT – INVESTMENT POLICY REPORT

Mrs. Steiner reported an interest income of $11.25 in the Money Market account, a balance on hand in the Money Market account as $96,596.01, and interest income in the NOW account as $0.72, a balance in the NOW account as $30,356.25, a balance in one CD as $58,204.62, and a balance in the second CD as $26,150.14.

Mrs. Steiner reported that, in conformance with our Investment Policy, all funds except Petty Cash are invested in insured accounts with The Frederick Community Bank in Cissna Park.

READING AND ALLOWANCE OF BILLS

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

OPPORTUNITY FOR PUBLIC INPUT

None.

COMMUNICATION

In her librarian’s report, Mrs. Jean said circulation is the same and automation system is working. The FY2020 per capita check for $2693.35, and an additional $100 school library grant check were both received this month. The trustees will be required to review Serving Our Public 4.0 as part of the per capita grant requirement. This will be discussed at the November meeting. The 3rd Annual Library Crawl has been set for Sept. 27 – Oct. 17 this year. We will give a prize to the Cissna Park patron who visits the most libraries. Thank you notes were read from Jean Feller’s daughters regarding the memorial dedication.

In Mrs. Thomas’ absence, Mrs. Jean reported that Story Hour will be getting underway in October. Halloween Fun Night is scheduled for Saturday, October 30 from 4:30 – 6:00 p.m. on the front lawn of the library.

UNFINISHED BUSINESS

None

NEW BUSINESS

The annual Budget and Appropriation Ordinance, having been prepared by Mrs. Jean, and a public hearing held as required, Jeannie Seggebruch made the motion, seconded by Matt Osborne, to approve the Budget and Appropriation Ordinance as presented.  Roll Call Vote:   Mrs. Young, absent; Mrs. Seggebruch, yes; Mrs. Tuttle,absent; Mr. Hofbauer, yes; Mrs. Hasselbring, yes; Mrs. Steiner, yes; Mr. Osborne, yes.  Motion carried.

After review Lois Steiner made the motion, seconded by Lynn Hasselbring, to certify the Illinois Public Library Annual Report as presented.  Vote: ayes, all.  Motion carried.

After review, Matt Osborne made the motion, seconded by Lois Steiner, to accept the Annual Audit Report from Russell Leigh and Associates as presented.  Vote: ayes, all.  Motion carried.

After review, Matt Osborne made the motion, seconded by Jeannie Seggebruch to approve the Camera Policy as presented.

Lynn Hasselbring made the motion, seconded by Jeannie Seggebruch, to approve Donna Jean’s attendance at the AISLE conference in Champaign in November at a cost of $200 plus mileage at IRS rate. Roll call vote: Mrs. Young, absent; Mrs. Seggebruch, yes; Mrs. Tuttle, absent; Mr. Hofbauer, yes; Mr. Osborne, yes; Mrs. Steiner, yes; Mrs. Hasselbring, yes. Motion carried.

There was some discussion over changes to the Intergovernmental Agreement. Proposals will be reviewed at the January meeting.

ADJOURNMENT

Lynn Hasselbring made the motion, seconded Jeannie Seggebruch, to adjourn the meeting at 5:17 p.m.  Vote: ayes, all.  Motion carried.

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Board President

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Board Secretary