Freeburg Area Library District Board of Trustees

                                                      November 26, 2019

**Regular Board Meeting**

called to order at 7:00 p.m. by President Tracey Drennen-Alexander.

**Roll Call**

; Dora Becker- \_P\_, Mary Blaies \_\_P\_ Tracey Drennen-Alexander- \_P\_, Ron Stellhorn- \_P\_, Shannon Webster \_\_P\_\_, Holly Zipfel \_P\_. \_\_6\_\_Present. ,\_\_\_Absent, \_\_\_\_1\_\_\_ Unfilled Vacancy. Director Kristin Green present.

**Recognition of Visitors and Comments from the Public:**

Vanessa Alvarez-Biver

**Minutes from October 22, 2019 Regular Board Meeting were reviewed.**

**Motion made**

by Shannon Webster to accept the October 22, 2019 minutes as presented. Seconded by Dora Becker. Vote; \_6\_ Ayes, \_\_0\_\_Nays, \_\_1\_\_ Unfilled Vacancy. Motion carried.

**Treasurer’s Report:**

The report was reviewed with no additions or corrections. Placed on file for audit.

**Monthly Bills:**

**Motion made**by Dora Becker to approve the payment of all bills totaling, $9276.31. Seconded by Shannon Webster. Roll Call: Dora Becker- \_A\_, Mary Blaies \_A\_\_, Tracey Drennen-Alexander- \_A\_, Ron Stellhorn- \_A\_, Shannon Webster \_\_A\_\_, Holly Zipfel \_A\_. \_6\_\_Ayes, \_\_0\_\_ Nays, \_1\_Unfilled Vacancy. Motion carried.

**Director’s and Youth Services Reports**

**:**See attached report by Director Kristin Green.

**Youth Services Report:**

See attached written report submitted by Youth Director, Michelle Likert

**Correspondence**

None

**Unfinished Business;**

**1. Board Member Vacancy:**

**Motion made**

by Dora Becker to enter in Executive Session to discuss unfilled vacancy. Seconded by Shannon Webster. Vote; \_6\_ Ayes, \_\_0\_\_Nays, \_\_1\_\_ Unfilled Vacancy. Motion carried

**Executive Session**

called to order at 7:25 p.m. by President Tracey Drennen-Alexander.

**Roll Call**

; Dora Becker- \_P\_, Mary Blaies \_\_P\_ Tracey Drennen-Alexander- \_P\_, Ron Stellhorn- \_P\_, Shannon Webster \_\_P\_\_, Holly Zipfel \_P\_. \_\_6\_\_Present. ,\_\_\_Absent, \_\_\_\_1\_\_\_ Unfilled Vacancy. Director Kristin Green present.

**Discussion**

followed concerning the two applicants, Norma Wadhams and Vanessa Alvarez-Biver. Both were considered excellent candidates. Secret ballots were cast with the President, Tracy Drennen-Alexander, only voting when there is a tie.

**Results of secret ballot were as followed**

: Norma Wadhams 3 votes and Vanessa Alvarez-Biver 2 votes. Norma Wadhams had most votes and was declared by President, Tracy Drennen-Alexander, to fill the vacant trustee position on the Freeburg Area Library District Board of Trustees. Norma Wadhams will be notified by Kristin Green and ask if she accepts the position. If Norma Wadhams accepts then Vanessa Alvarez-Biver will be notified of election results and thanked for her interest and ask if we could keep her application on file for future use. If Norma Wadhams declines position Vanessa Alvarez-Biver will be asked to fill the vacancy.

**Motion made**

by Dora Becker to exit Executive Session at 7:35 pm. Seconded by Shannon Webster. Vote; \_6\_ Ayes, \_\_0\_\_Nays, \_\_1\_\_ Unfilled Vacancy. Motion carried.

**New Business:**

**1. Approval needed for Ordinance 2019-8 Tax Levy for Fiscal Year 2019-2020.**

Motion made by Dora Becker to Adopt Ordinance 2019-8 “Tax Levy” for Fiscal

Year 2019-2020 by title only and final passage. Second by Shannon Webster. **Roll Call**; Dora Becker- \_A\_, Mary Blaies \_\_A\_ Tracey Drennen-Alexander- \_A\_, Ron Stellhorn- \_A\_, Shannon Webster \_\_A\_\_, Holly Zipfel\_A\_. \_\_6\_\_Ayes. ,\_0\_Nays, \_\_\_\_1\_\_\_. Motion carried.

**2. Per Capita Grant Requirement: Review Chapter 3, “Personnel” of “Serving Our Public 3.0: Standards of Illinois Public Libraries, 2014.**

All trustees are required to read to full fill this grant requirement.

**3. Per Capita Grant Requirement: Review Chapters 11-14 of “Trustee Facts File Third or Fourth Edition.**

All trustees are required to read to full fill this grant requirement.

**4. Per Capita Grant Requirement: One Trustee must complete an online educational program focusing on organization management.**

Mary Blaies Volunteered.

**5. Per Capita Grant Requirement: Familiarize yourself with the Illinois Digital Archives (http.//**[**www.idaIllinois.org**](http://www.idaillinois.org/)**) and the Digital Public Library of America. (**[**https://dp.la**](https://dp.la/)**).**

All trustees are required to read to full fill this grant requirement.

**6. Holiday Dinner/Staff Gifts:**

Discussion as followed: Holiday Party for only employees, board members and “Friends” will be Friday, January 3, 2020 at 6:00 pm at Library.

**Motion made**

by Dora Becker to give each employee a $25.00 cash gift at Holiday Party. Seconded by Shannon Webster. Roll Call: Dora Becker- \_A\_, Mary Blaies \_A\_\_, Tracey Drennen-Alexander- \_A\_, Ron Stellhorn- \_A\_, Shannon Webster \_\_A\_\_, Holly Zipfel \_A\_. \_6\_\_Ayes, \_\_0\_\_ Nays, \_1\_Unfilled Vacancy. Motion carried.

**Motion made**

by Mary Blaies to approve the bringing of alcohol to Holiday Party for this date only. Alcohol not to be purchased with Library funds.. Seconded by Shannon Webster. Roll Call: Dora Becker- \_A\_, Mary Blaies \_A\_\_, Tracey Drennen-Alexander- \_A\_, Ron Stellhorn- \_A\_, Shannon Webster \_\_A\_\_, Holly Zipfel \_A\_. \_6\_\_Ayes, \_\_0\_\_ Nays, \_1\_Unfilled Vacancy. Motion carried.

**Motion made**

by Mary Blaies that expenses for party not to exceed $300.00. Seconded by Shannon Webster. Roll Call: Dora Becker- \_A\_, Mary Blaies \_A\_\_, Tracey Drennen-Alexander- \_A\_, Ron Stellhorn- \_A\_, Shannon Webster \_\_A\_\_, Holly Zipfel \_A\_. \_6\_\_Ayes, \_\_0\_\_ Nays, \_1\_Unfilled Vacancy. Motion carried.

**7. Board Questions or Concerns:**

Parking by high school students still needs to be addressed.

Mary Blaies moved to adjourn the meeting at 8:12 p.m. Seconded by Shannon Webster. Vote: \_\_6\_ Ayes, \_\_0\_\_Nays, \_\_1\_ Unfilled Vacancy. Motion Carried.

**The next board meeting will be at 7:00 p.m. on Tuesday,**

**December 17, 2019**

Hollace Zipfel

Secretary