

MARYVILLE COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
August 16, 2022

I. Pledge of Allegiance – Roll Call

President Roger Shoup called the meeting to order at 7:00 p.m.

<u>Members Present</u>	<u>Absent</u>	<u>Guests</u>
Roger Shoup – President	Jessica Yakstis,	Heather Gaines,
Sharon Frey – Treasurer	Vice President	Library Director
Karen Harris		
Vivian Kerley		
Rachel O’Neill – Secretary		
Roger Reeves		

II. Public Comment – None

Truth-in-Taxation Public Hearing Opened at 7:00 p.m.

The Truth-in-Taxation Hearing took place in conjunction with the regular meeting.

III. Approval of July 2022 MCLD BOT Meeting Minutes

There was a motion by Roger Reeves and a second by Karen Harris to accept the July 2022 meeting minutes. The motion passed and the minutes will be placed on file at the library.

Roll call:

AYES: Frey, Harris, Kerley, O’Neill, Reeves, Shoup

ABSTAIN: None NAYS: None ABSENT: Yakstis

IV. Reports

A. Director’s Report

August 16, 2022

Monthly Highlights

Facebook Stats

Apr 2022-Jul 2022

Page Likes 49

Page Follows 70

Jan 2021-Dec 2021

Page Likes 50

Page Follows 53

In just 4 months, we have grown more than all of last year with our online presence!

□ **We are full steam ahead with our Fall programs. In August we have 13 scheduled programs! In September we will have 20 scheduled programs as we add teen, tween and baby programs!**

□ **Our Telescope and 2 Binoculars have arrived! We are hoping to launch them as our new “Library of Things” by September!**

□ **Newest Community Connection: Maryville Dental Wellness Office!**
We partnered with them to participate in their Christmas Party in July event on July 25th which had **22 attendees!** *(See pics!)*

□ **Summer Reading Challenge Finale** was a hit! We had **over 50** attendees, along with the Maryville Fire, Police and EMTs *(See pics!)*

NEW HIRE

Annie Parkinson will be joining us as a full time team member on September 1st. She has spent the past 4+ years with the O’Fallon Public Library and has many skills and talents we can utilize as we continue to grow.

TRAINING

As of July 1st, 2022, all staff are required to earn CE or Continuing Education throughout the year. All full time employees are required to earn at least 10 hours CE and part time at least 5 hours CE. By the end of July, the staff had earned 13 hours of CE!

Nick attended an all-day training on Wednesday, August 10th on Grant Writing. The training was held at the Effingham Library, in Effingham, IL.

COLLECTION DEVELOPMENT

New books were also added to our STL & ME collection. We have seen multiple checkouts from this collection since its start in June 2022.

PROGRAMS

Saturday Story Time has started as of August 6th. This will be held every Saturday.

Read with a Therapy Dog, a partnership with Got Your Six, has launched with our first event having 8 kids!

Trivia Challenge has continued success with 90 participants over the month of July!

Total attendance for all programs in July was 158!

We are in preparation for both Library Card Sign up month in September and the 4th Annual Library Crawl in October. Every new card made in September will be entered in for a chance to win a “Taste of Maryville” prize of gift cards to various local eateries.

We held a contest on Facebook on August 9th in which the first person to guess correctly won a prize. *(See pic!)* Prize was a brand new metal tumbler/bottle of winners choice. Multiple tumbler/bottles were donated by a community member that we can use for various prizes. They range between \$18-\$25 each.

LIBRARY APP

Usage-34

API-4305

1. Approval of July 2022 MCLD Financial Reports/Vote

There was a motion by Vivian Kerley and a second by Rachel O’Neill to accept the July 2022 financial reports.

Roll call:

AYES: Frey, Harris, Kerley, O’Neill, Reeves, Shoup

ABSTAIN: None NAYS: None ABSENT: Yakstis

2. Staffing

Discussion was held regarding the candidate hired for the open full time position.

There was a motion by Vivian Kerley and a second by Rachel O’Neill to accept the director’s report. Motion carried.

B. President’s Report

1. Building Remodeling Update - Interior

- The HVAC work is being completed.
- The shelving issue has been resolved.
- The walls will be started soon.
- Habitat for Humanity picked up the doors that were not needed for the remodeling.

2. Pay Order

There was a motion by Roger Reeves and a second by Sharon Frey to approve the third application for payment from the R. W. Boeker Co., Inc., in the amount of \$51,390.54 for construction services and materials completed through July 31, 2022.

Roll call:

AYES: Frey, Harris, Kerley, O’Neill, Reeves, Shoup

ABSTAIN: None NAYS: None ABSENT: Yakstis

C. Personnel Committee Report

Review of the Employee Handbook continued from the July meeting. Review of the handbook will be done on an annual basis.

D. Treasurer’s Report – No Report

V. New Business – Ordinances for Review/Adoption

A. Ordinance 2022-2023-003, Assessment Levy and Collection of Taxes. Roll Call/Vote

There was a motion by Sharon Frey and a second by Rachel O’Neill to accept as presented Ordinance Number 2022-2023-003, An Ordinance for the Assessment Levy and Collection of Taxes within the Corporate Limits of the Maryville Community Library District, Madison County, Illinois, for the Fiscal Year beginning July 1, 2022 and closing June 30, 2023.

Roll call:

AYES: Frey, Harris, Kerley, O’Neill, Reeves, Shoup

ABSTAIN: None NAYS: None ABSENT: Yakstis

B. Special Reserve Fund Resolution. Roll Call/Vote

There was a motion by Roger Reeves and a second by Sharon Frey to accept as presented the Maryville Community Library District, Special Reserve Fund Resolution for Fiscal Year Commencing July 1, 2023 and Closing June 30, 2024.

Roll call:

AYES: Frey, Harris, Kerley, O’Neill, Reeves, Shoup

ABSTAIN: None NAYS: None ABSENT: Yakstis

C. Truth-In-Taxation, Certificate of Compliance

There was a motion by Rachel O’Neill and a second by Sharon Frey to accept the Truth-in-Taxation, Certificate of Compliance.

Roll call:

AYES: Frey, Harris, Kerley, O’Neill, Reeves, Shoup

ABSTAIN: None NAYS: None ABSENT: Yakstis

VI. Old Business – None

IX. Next Board of Trustees Meeting

The next meeting will be held on Tuesday, September 20, 2022 at 7:00 p.m.

X. Adjournment

There was a motion by Vivian Kerley and a second by Rachel O’Neill to close the Truth-In-Taxation Hearing and adjourn the Board meeting. Motion passed and the meetings adjourned at 8:16 p.m.