

MARYVILLE COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
January 17, 2023

I. Pledge of Allegiance – Roll Call

Vice President Jessica Yakstis called the meeting to order at 7:00 p.m.

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

II. Public Comment – None

III. Approval of the December 2022 MCLD BOT Meeting Minutes

There was a motion by Rachel O’Neill and a second by Sharon Frey to accept the December 2022 BOT 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, Yakstis

ABSTAIN: None NAYS: None ABSENT: Shoup

IV. Review Reports

**A. Library Director’s Report
January 17, 2023**

(insert report)

- The Director’s membership has been accepted to the ARSL (Association of Rural & Small Libraries) Midwest Regional Focus Group.
- The 2022 Year in Review numbers for programs and collections were reviewed.
- Discussed offering classes/training to patrons on how to use the library’s websites and databases available.

1. Financial Report

Approval of December 2022 MCLD Financial Report/Vote

There was a motion by Rachel O’Neill and a second by Sharon Frey to accept the December 2022 financial report.

Roll call:

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

ABSTAIN: None NAYS: None ABSENT: Shoup

2. Audit Reports

The audit was completed on time with no issues noted. It was agreed by all to continue with this same auditor for next year’s services.

3. 2022 Annual Financial Report

The Annual Financial report was completed and submitted on time with no issues.

There was a motion by Sharon Frey and a second by Jessica Yakstis to accept the Audit and Annual Financial Reports.

Roll call:

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

ABSTAIN: None NAYS: None ABSENT: Shoup

There was a motion by Vivian Kerley and a second by Sharon Frey to accept the Director’s report. Motion carried.

B. President’s Report

1. Building Remodeling Update

The lighting and the flooring are being completed. Also, the outside concrete work is getting started. Acoustic panels have been installed and workroom is being finished.

2. Pay Order

There was a motion by Sharon Frey and a second by Vivian Kerley to approve the eighth application for payment from R.W. Boeker Co., Inc., in the amount of \$54,723.60 for construction services and materials completed through December 31, 2022.

Roll call:

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

ABSTAIN: None NAYS: None ABSENT: Shoup

C. Personnel Committee Report – No report

D. Treasurer’s Report

Sharon Frey opened discussions regarding the possibility of searching for better investment opportunities for library financials in the coming year. The consensus was that we should seek better rates, but no formal decision was made regarding starting this project at this time.

V. Old Business

Due to the current storage space problems the Maryville Food Pantry is experiencing, it was suggested that we donate our current collection to another pantry and look at doing a collection for the Maryville Food Panty during the summer when their supplies are low.

VI. New Business - None

VII. Next Board of Trustees Meeting

The next meeting will be held on Tuesday, February 21, 2023 at 7:00 p.m. at the library.

VIII. Adjournment

There was a motion by Rachel O’Neill and a second by Sharon Frey to adjourn the meeting. Motion passed and the meeting adjourned at 7:51p.m.

Monthly Highlights

- ◆ **I have submitted the 2023 Per Capita Grant. This grant helps supplement our budget each year. Last year we received around \$15,000 and I anticipate that we will get similar this year.**
- ◆ **Along with the Per Capita Grant, I also submitted the 2022 Per Cap Expenditure Report.**
- ◆ **CJ Schlosser completed the 2022 Audit on time, along with the Annual Financial Report. No issues found. (see copies)**
- ◆ **We are in the process of preparing for new programs this coming year, including Lego club and 2 youth cooking clubs. We are looking forward to another year of growth.**
- ◆ **We received a \$100 check from the Collinsville Jr. Service Club. We will put this towards adding items to the collection and programs.**

AUDIT

Our audit is now complete, along with the 2022 Financial Report. Kevin stated that there were no issues found.

GRANTS

We are in the process of finalizing a grant that would award us money to start programs for patrons with dementia and their caretakers. I recently came across another grant that would potentially fund the same collection. We are looking into applying for both.

I submitted our Per Capita Grant application in early January. This grant provides us with money that can be used towards various areas in our budget. We generally allocate it for use in our staff services and programs. This will allow for more funding towards collections and programs beyond what the funding covers.

PROGRAMS

We are in the final stages of planning our 2023 Summer Reading Challenge for Kids and Teens. This year our theme will be Royal Reading Challenge, with knights, castles, kings and queens. We are working on booking a knight to be at the library for our registration time and a King and Queen re-enactors for the finale.

Donations have been coming in for used Legos for the upcoming Lego club. Tentative plans are setting the first meet up to be in March. With the coming move, that may need to be pushed back, but we are hoping to be ready to go by then.

We are in the planning stages for two new kids-only cooking clubs. These will be separated by age groups, and will allow for the older group to have a bit more challenging recipes to take on. We reached out to the county health department on requirements for training. Though none is required for libraries, we were encouraged to take a basic food handling course. This has already been completed by Diana, who will be leading both clubs. Cost for training was free.