

MARYVILLE COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
July 18, 2023  
15 Professional Park Drive, Maryville, IL

**I. Call to Order – Roll Call – Open Budget and Appropriation Meeting**

President Roger Shoup called the meeting to order at 6:56 p.m.

**Roll Call**

Members Present

Roger Shoup – President  
Jessica Yakstis – Vice President  
Sharon Frey – Treasurer  
Rachel O’Neill – Secretary  
Karen Harris  
Tim Krumm  
Michael Murphy

Absent

Guests

Heather Gaines, Library Director  
Vivian Kerley, Citizen

**II. Public Comment**

Vivian Kerley stated “I am so excited that this is happening”, remarking her excitement towards and about the new library building.

**III. Approval of the June 2023 MCLD BOT Meeting Minutes**

There was a motion by Rachel O’Neill and a second by Michael Murphy to accept the June 2023 BOT meeting minutes. The motion passed and the minutes will be placed on file at the library.

Roll Call:

Frey, Harris, Krumm, Murphy, O’Neill, Shoup, Yakstis  
ABSTAIN: None      NAYS: None      ABSENT: None

**IV. Review Reports**

**A. Library Director’s Report**

**July 18, 2023**

**(insert report)**

Sharon asked for clarification of the Farm Bureau Kits and Newsstand Statistics.  
Explanation from Director given to all attendees.

**1. Financial Report**

Two tax distribution letters for July were received from the County.  
Review of Monthly Financial Documents.

### **Approval of the June 2023 MCLD Financial Reports/Vote**

There was a motion by Sharon Frey and a second by Michael Murphy to accept the June 2023 financial reports.

#### Roll call:

Frey, Harris, Krumm, Murphy, O'Neill, Shoup, Yakstis

ABSTAIN: None      NAYS: None      ABSENT: None

## **2. Activities**

Director reviewed the logistics of the upcoming move from 8 Schiber Court to 15 Professional Park Drive.

The Heritage Museum will be taking many of the items that we cannot or will not be taking with us. There are also some local libraries that will be picking up some items that can be better used by them.

There was a motion by Tim Krumm and a second by Jessica Yakstis to approve the Library Director's Report.

## **B&A Ordinances**

### **1. Ordinance 2023-2024-001, Roll Call/Vote**

There was a motion by Sharon Frey and a second by Jessica Yakstis to accept as presented Ordinance Number 2023-2024-001, Combined Annual Budget and Appropriation Ordinance of the Maryville Community Library District for the Fiscal Year Commencing July 1, 2023 and Closing June 30, 2024.

#### Roll call:

AYES: Frey, Harris, Krumm, Murphy, O'Neill, Shoup, Yakstis

NAYS: None      ABSENT: None

### **2. Ordinance 2023-2024-002 Roll Call/Vote**

There was a motion by Tim Krumm and a second by Rachel O'Neill to accept as presented Ordinance Number 2023-2024-002, Levy and Assess a Tax Ordinance for Maryville Community Library District of the County of Madison, State of Illinois for the Fiscal Year Commencing July 1, 2024 and Closing June 30, 2025.

#### Roll call:

AYES: Frey, Harris, Krumm, Murphy, O'Neill, Shoup, Yakstis

NAYS: None      ABSENT: None

### **3. Resolution For Library Tax Levy**

There was a motion by Michael Murphy and a second by Karen Harris to accept as presented Resolution for Library Tax Levy of the Maryville Community Library District for the Fiscal Year Commencing July 1, 2023 and Closing June 30, 2024.

Roll call:

AYES: Frey, Harris, Krumm, Murphy, O'Neill, Shoup, Yakstis

NAYS: None      ABSENT: None

## **B. President's Report**

### **1. Building Remodeling Update/Progress**

The inside front doors are not working quite like they should and will be looked at prior to opening.

The building has undergone it's initial cleaning for moving. This included a top-to-bottom clean.

Update provided to board members by Board President regarding the legal matter of the Tree Wall.

The architect will conduct a final walk-through on Monday, July 24.

### **2. Signing of Checks**

Currently, 3 board members can sign checks, with 3 others needing to take the final steps to complete the process. Once complete, this will give us 6 check signers.

### **3. Move to the New Building (covered above)**

## **C. Personnel Committee Report – No report**

## **D. Treasurer's Report**

### **1. Review Investment Fund**

Sharon is looking for ways to invest to draw additional funds to the library accounts.

Sharon explained the difference between various account options and what is required by law for libraries to invest. She will look further into options and report back to the Board with more information.

## **V. Old Business – No report**

## **VI. New Business – No Report**

## **VII. Next Board of Trustees Meeting**

The next meeting will be held on Tuesday, August 15, 2023 at 7:00 p.m. at the library.

## **X. Adjournment Regular BOT Meeting and B&A Meeting**

There was a motion by Jessica Yakstis and a second by Rachel O'Neill to adjourn the regular BOT Meeting and the Annual Budget and Appropriation Meeting. Motion passed and the meeting adjourned at 7:33 p.m.

## Monthly Highlights

- ⇒ **Our final count for participants in our Summer reading Challenge was 163, our highest number yet!**
- ⇒ **The library participated in the Maryville Homecoming parade both nights, with Diana as Scout the Elf. They tossed out over 660 piece of candy and Christmas-themed toys for the kids.**
- ⇒ **We are working with the Farm Bureau on future programs and partnerships, including use of their kits.**
- ⇒ **Our Back to School Bash is scheduled for Monday, August 7th at 7pm. There will be games, snacks and the prizes will be various school supplies.**
- ⇒ **Speaking of school, we are waiting to hear back from the new principal at Maryville Elementary regarding participation in the Orientation night and also the 2nd year of our card contest with the teachers/kids.**

## NOTARY UPDATES

A new law concerning notaries went into affect on July 1st, 2023. The Maryville Library currently has two Notaries, myself and Nick. Among the changes, we will now need to keep more detailed records of all notaries in a notary journal, we will need to go through specific multi-hour long training upon renewal of our commissions and we will need to be bonded for at least \$5000. I have purchased the journals and am working with the insurance agent to get both of us bonded.

## SUMMER READING FINALE

Summer Reading challenge finale will be held on Friday, July 14th at the Community Center. We are excited to conclude one of the biggest SRC to date. Unfortunately, the knight we had reserved had to back out due to health issues. However, we have plenty of games and prizes ready, including jousting, treasure hunting and the very popular cake walk.

## PROGRAM UPDATES

Sno-cone Saturdays have begun. At least once a month, we offer Sno-Cones to anyone during a specified time. This is a great opportunity to not only bring people in to the library, but help build a fun and engaging rapport with all.

Summer Reading 2024 planning is well underway. We are already setting plans into motion for 2024's Space-themed event!

Fall/Winter Events, including the Fall Fest are being worked and finalized, along with the solar eclipse event in spring of 2024.



Above and to the right are pictures from the Homecoming Parade. The library was in the parade both nights, with Diana (aka Scout the Elf)!



To the left is a picture of the Jr. Chefs as they learned how to make egg in a hole.