

**Toulon Public Library District
Board of Trustees Meeting
June 10, 2019**

The meeting of the Toulon Public Library District Board of Trustees was called to order at 7:00 p.m. Judy Beamer, Pat Brown, Roberta Cinnamon, Jan Curry, Jennifer Nutzhorn, and Director Michael Baumann were present. Melanie Boudreau and Mark Wilson were absent.

Approval of Agenda: Jan made a motion to approve the agenda. Roberta seconded the motion; motion passed unanimously.

REPORTS

Secretary: Pat made a motion to approve the secretary's report from the May 13, 2019 meeting. Jennifer seconded the motion; motion passed unanimously.

Correspondence:

Treasurer: Jennifer made a motion to approve the treasurer's report and pay the bills. Roberta seconded the motion; motion passed unanimously with a roll call vote.

Director: Jennifer made a motion accept the Director's Report. Jan seconded the motion; motion passed unanimously.

SPECIAL ORDERS

Meeting Date Ordinance 19-1: Jennifer made a motion to approve Meeting Date Ordinance 19-1. Pat seconded the motion; motion passed unanimously.

Prevailing Wage Ordinance 19-2: Pat made a motion to approve Prevailing Wage Ordinance 19-2. Roberta seconded the motion; motion passed unanimously.

Building Maintenance Ordinance 19-3: Jennifer made a motion to approve Maintenance Ordinance 19-3. Jan seconded the motion; motion passed unanimously.

UNFINISHED BUSINESS

NEW BUSINESS

Seating of Newly Elected Trustees from April Election:

Oath of Office:

Election of Officers: Jan made a motion to retain the current slate of officers. Pat seconded the motion; motion passed unanimously.

Membership in ILA: Pat made a motion to renew membership in ILA. Roberta seconded the motion; motion passed unanimously.

Close Saturday, August 3rd for OSA: Jennifer made a motion to close the library Saturday, August 3rd for OSA. Jan seconded the motion; motion passed unanimously.

Public Comment Ordinance: Jan made a motion to adopt and approve the Public Comment Ordinance. Roberta seconded the motion; motion passed unanimously.

IPLAR (Illinois Public Library Annual Report): Roberta made a motion to approve IPLAR report. Pat seconded the motion; motion passed unanimously.

2019-2020 Working Budget: Pat made a motion to approve the 2019-2020 Working Budget. Jennifer seconded the motion; motion passed unanimously with a roll call vote.

Library Closed Dates July 4: The library will be open July 3 and closed on July 4.

Cancel July meeting: Jan made a motion to cancel the July 2019 meeting. Roberta seconded the motion; motion passed unanimously.

Per Capita Requirements 2020: Tabled until the August meeting.

Trustees — Will review chapters 11-Appendices of the "TRUSTEE FACTS FILE THIRD EDITION": <https://www.cyberdriveillinois.com/departments/library/libraries/pdfs/trusteefacts.pdf>.

Education — Staff and trustees will complete at least one free online education opportunity focusing on organizational management. Providers may include but are not limited to the Illinois State Library, an Illinois Library System, ALA, PLA, ILA and other state libraries.

Outreach — Library staff and trustees will familiarize themselves with services provided by the Digital Public Library of America (DPLA): <https://dp.la/> and the Illinois Digital Archives (IDA): <http://www.idaillinois.org/>.

ADJOURNMENT

Roberta made a motion to adjourn the meeting. Jan seconded the motion; motion passed unanimously. The meeting adjourned at 8:12 p.m.

The date for the next regular meeting is Monday, August 12, 2019 at 7:00 p.m.

Respectfully submitted,

Roberta Cinnamon, Secretary