

ALPHA PARK PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES REGULAR MEETING MINUTES  
MONDAY, OCTOBER 16, 2023

1. CALL TO ORDER

The regular meeting of the Alpha Park Public Library District Board of Trustees was called to order at 7:00 p.m. Monday, October 16, 2023 in Meeting Room #1, President Adams presiding.

Members Present: Kris Adams, Julie Bonar, Sara Woiwode, Tom Stagg, Joanna Freimuth, and Kimberly Strack, Rhonda Wolfe

Members Absent: None

Staff Present: Amy Harris, Aliasha Pendleton

Public Present: None

2. PUBLIC/AUDIENCE COMMENTS ON AGENDA ITEMS

None

3. FORMATION AND ACCEPTANCE OF CONSENT AGENDA

A consent agenda was presented to include #4 (Minutes), 5 (Financial Report and Expenses), 13A (2023 Q3 Investment Sheet) by President Adams.

Trustee Stagg made a motion to accept the consent agenda and was seconded by Trustee Bonar.

This passed by a unanimous roll call vote.

4. MINUTES

*RESOLVED*, THAT THE MINUTES OF THE SEPTEMBER 18, 2023, REGULAR MEETINGS BE ADOPTED AS PRESENTED.

The motion passed in the consent agenda.

5. FINANCIAL

*RESOLVED*, THAT THE FINANCIAL REPORTS FOR SEPTEMBER BE SUBMITTED FOR REVIEW.

*RESOLVED*, THAT THE EXPENSES FOR SEPTEMBER, IN THE AMOUNT OF \$149,437.96 AND BE ACCEPTED.

The motion passed in the consent agenda.

6. PRESIDENT'S COMMENTS

Welcome to the October 2023 Alpha Park Public Library Board of Trustees meeting. The library had a busy September, with 571 patrons participating in 48 programs combined across youth and adult services. The outreach program continues its success with 853 participants across 11 programs. Our staff continues to show that there is more to a library's success than the books available on the shelves.

I would like to extend my thanks to the library staff for their work in putting these programs together for our community. I would also like to thank the members of the board for their efforts, not only at our monthly meetings, but also for their work in committee assignments. You provide an important service by being the voice of the community.

Last, I would like for you to be aware that we will need to do some work for the Decennial Committee, a committee which all trustees are members of. We will likely do that work just before the November meeting.

7. COMMITTEE REPORTS

A. Finance Committee

Attendees: Tom Stagg, Kris Adams, Amy Harris, Aliesha Pendleton, Tami Smith, and Amy Croasdale

Called to order at 3:30 p.m.

Representatives from Better Banks discussed the CDARS and ICS Services with regards to the safety of the APL Funds. Also discussing the various interest rates of the program in relation to CD's. Discussions were also about the safety of the checks written as there have been many cases in the area of check washing and other fraudulent activities. Tami also brought up the opportunity that the Better Banks could present a program or help with some of our educational needs. We will be following up with Scott Jackson of Better Banks about the credit card processing costs and their plans.

The Follow-up from State Farm on the Treasurer Bond to get it in line with the Illinois State Statute was presented and will be updated to be current with the statute. The Cyber protection was discussed. The State Farm part of the protection only covers the data of informational files. The way the systems are set up for APL the files protected would be current and former employees. As Patron Records are in the RSA system.

Health Insurance Follow up was discussed. The current plan has available options. We will be discussing the health insurance at the Board meeting looking for action on the item as new enrollment starts in late October.

The revised budget was discussed. There are some increases in several categories one noted was the Summer Reading adult as more marketing will be for increased activity by adults in the summer reading program. Some new items including Talking Books were added to the budget as there is a need for more items of this type with the popularity of playaway books for juveniles.

The State Personal Property Replacement figures are now available so that item is now accurate.

Financial Reports were discussed. There were no irregularities noted.

The meeting Adjourned at 5:00

B. Building, Grounds, and Safety Committee

No meeting held.

C. Marketing Committee

No meeting held.

8. DIRECTOR'S REPORT

A. Agenda Items:

- Staff Update
- Continuing Education for Staff; Meetings & Trainings for Director
- Departmental stats not included on stat sheet
- Other

9. COMMENDATIONS

None

10. LEGISLATIVE NEWS

None

11. COMMUNICATIONS

None

12. UNFINISHED BUSINESS

None

13. NEW BUSINESS

A. 2023 Q3 Investment Sheet

The motion passes in the consent agenda.

B. FY 23/24 Revised Budget

Trustee Bonar made a motion to accept the FY 23/24 Revised Budget as presented and was seconded by Trustee Wolfe.

This passed by a unanimous roll call vote.

C. Closing Time Changes

Trustee Bonar made a motion to change the library closing time from 9:00pm to 8:00pm Monday through Thursday beginning January 1, 2024 until May 31, 2024 and was seconded by Trustee Wolfe.

This passed by a 4 Yay, 2 Nay, 1 Present vote.

D. Board Meeting Time Change

This requires more discussion and will continue as unfinished business.

E. Personnel Policy 11.1 Health Insurance Update

Trustee Woiwode made a motion to accept the personnel policy changes as presented and was seconded by Trustee Freimuth.

This passed by a unanimous roll call vote.

14. PUBLIC/AUDIENCE COMMENTS ON NON-AGENDA ITEMS

None

15. Closed Session, per 5 ILCS (Open Meetings Act) 120/2 (c) (2)

16. ADJOURNMENT

There being no other business, the meeting was adjourned at 8:12 p.m.

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President, Kris Adams

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Secretary, Sara Woiwode

*Next regular meeting: **Monday, November 20, 2023 at 7:00 p.m.***