

Mrs. Maxine Swanson

2. Treasurer's Report:

None

President's Report:

- Mrs. Swanson thanked Frank for his message in the newsletter. She thought it was excellent!
- Mrs. Swanson was glad to hear that the St. Charles library was relocating to a school site for 12-14 months during the construction.
- Thank you to the department heads for providing staff names at the top of their monthly reports. It's nice to see all of the names there!
- Mrs. Swanson wanted to know if materials checked out through the Libby APP are included in our stats. Frank shared that they are.

Library Director's Report:

- Frank said his 1:1 interviews with staff are going well. They have lots of great ideas and he is enjoying getting to know everyone.
- We got a call from the State Comptrollers office regarding our audit reports. The State believes that the village and library are separate entities and as such, they both need to file audit reports. Frank is working with Sikich and the Village to get this reconciled.
- IMRF billed us for additional monies owed relative to a recent retirement. The Accelerated Payment is due because the compensation was outside the scope of what the actuaries calculated.
- We are creating a Special Reserve Fund so that we have a line item in the budget for capital projects. Additional information will be provided at next month's meeting.
- We are investigating new drinking fountains. The one in the vestibule is very old and needs to be replaced. The newer models have bottle fillers and are eco-friendlier.
- Frank is working on additional signage for the building that will be consistent with signage that was installed after the first renovation.
- We are working on recruiting for the Facility Maintenance Technician position. We had several qualified candidates respond.
- Krista, one of our Adult Services Librarians, is working on organizing the archive materials we have. She has already made a lot of progress. We are also looking into possibly getting an intern through Dominican University.
- There will be a \$1,200 deduction from our tax revenue in FY21 due to a tax appeal that we lost for CR-Itasca. Frank will provide more information on who that is at next month's meeting.
- We have approximately \$54,000 in our account with DuPage County Foundation. Frank will contact them to find out if there is a minimum balance requirement. He will also try to find out if funds were earmarked for something specific when the account was originally set up.

OLD BUSINESS

None

NEW BUSINESS

Mr. Golden made and Mrs. Mladenova seconded a motion to approve the proposal from SMG Security for \$15,750.00 for a security camera system.

The motion carried on the following:

Voice vote:

Ayes: 6

Nays: 0

Motion Passed

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business before the Board, Mrs. Kauther made and Mrs. Boehne seconded a motion to adjourn.

The motion carried on the following:

Voice Vote:

Ayes: 6

Nays: 0

Motion passed

The meeting adjourned at 8:07p.m.

Minutes were written by Gail Herff.

I hereby note these minutes are approved.

Anne O. Boehne

Anne O. Boehne, Secretary Pro Tem

3-17-2020

Date