

**MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
TOWN AND COUNTRY PUBLIC LIBRARY DISTRICT
NOVEMBER 11, 2024**

PRESENT: President David Burroughs, Vice-President Mary Cherry, Treasurer Ann Jumonville, Secretary Kelly Gagne, and Trustees Brandi Krall, Christine Porter, and Matt Timko; Library Director Megan Shumaker.

ABSENT: NONE

ALSO PRESENT: Staff Members Tim Fitzpatrick, Jamie Gehin, Bronwen Heneghan, and Suzann Gemini, Gina Knowlton, Kathy Semrick; Friends of the Library President Joan Hansen

I. CALL TO ORDER

President Burroughs called the Regular Meeting of the Board of Trustees of the Town and Country Public Library District to order at 7:18 p.m.

II. ROLL CALL

President Burroughs requested the roll be called. All were present.

III. ADDITIONS TO THE AGENDA

None

IV. ADOPTION OF THE AGENDA

Vice-President Cherry **moved to adopt the agenda as written.** Trustee Timko seconded the motion.

AYES:	ALL	NAYS:	NONE
ABSENT:	NONE	ABSTAIN:	NONE

MOTION CARRIED

V. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S)

Minutes from the Regular Session of the Regular Meeting on October 14, 2024, were discussed. Trustee Timko **moved to approve the minutes from the Regular Session of the Regular Meeting on October 14, 2024, as amended.** Vice-President Cherry seconded the motion.

AYES:	ALL	NAYS:	NONE
ABSENT:	NONE	ABSTAIN:	NONE

MOTION CARRIED

VI. PUBLIC COMMENT

None

VII. FRIENDS OF THE LIBRARY

Friends of the Library President Joan Hansen reported that the Book Nook continues to do well with \$221.25 raised in October. President Hansen reported that the Friends held their Coffee Bar on Saturday, November 9, 2024, and it was well attended! The Coffee Bar is planned the 2nd Saturday of the month from 10:30 AM to noon, with the next scheduled for December 14th, 2024. President Hansen reported that 6 Book Nook volunteers helped setup the Holiday Display for the Book Nook. The Friends of the Library donated \$500.00 to the Library, with \$250.00 intended for Outreach activities and \$250.00 intended for Youth activities.

VIII. TREASURER'S REPORT

The Library received the last of the tax distributions for the fiscal year in the amount of \$94,468.07.

The Library currently has 9 CDs in the amount of \$240,000 maturing monthly, except for May of 2025. The interest rates on the CDs vary between 4.25% and 5.4%.

The Library received a donation from the Friends of the Library in the amount of \$500.00. Thank you Friends!

The expenses for the month of October were in line with budget targets. Overall, the expenses to date this fiscal year are in line with the budget.

On October 31, 2024, the Library had \$1,849,184.86 cash on hand in the General Fund and \$300,169.00 cash on hand in the Special Reserve Fund for a total of \$2,149,353.86. Treasurer Jumonville **moved to approve the Treasurer's Report for October 2024, and to enter the trial balance ending October 31, 2024, into the public record.**

Secretary Gagne seconded the motion.

AYES: ALL

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

MOTION CARRIED

IX. DISCUSSION AND APPROVAL OF STAFF HEALTH INSURANCE RENEWAL

Director Shumaker and Business Manager discussed the meeting they had with insurance broker Scott Wood regarding Library Staff Health Insurance coverage as well as Dental and Vision Insurance. Library Staff continues to be happy with the current Blue Cross Blue Shield Insurance coverage. The insurance rates for the coming year have increased but remain within budget. Trustee Timko **moved to approve the Library Staff Health Insurance Policy Renewal with Blue Cross Blue Shield as presented.** Treasurer Jumonville seconded the motion.

ROLL CALL VOTE:

AYES:	Burroughs	Cherry
	Gagne	Jumonville
	Krall	Porter
	Timko	
NAYS:	NONE	
ABSENT:	NONE	ABSTAIN: NONE

MOTION CARRIED

Treasurer Jumonville **moved to approve the Library Staff Dental Insurance Policy Renewal with Delta Dental and the Library Staff Vision Insurance Policy Renewal with Humana Vision, both as presented.** Trustee Krall seconded the motion.

ROLL CALL VOTE:

AYES:	Burroughs	Cherry
	Gagne	Jumonville
	Krall	Porter
	Timko	
NAYS:	NONE	
ABSENT:	NONE	ABSTAIN: NONE

MOTION CARRIED

X. LIBRARY DIRECTOR REPORT

- Early voting was held at the Library between October 28th and October 31st. The Library hosted 1,789 voters and 2,647 visitors.

The Library fielded over 240 election related calls and issued 18 new Library cards during the 4 days of early voting.

- Preparations are being made for a Farewell Open House for Miss Nancy, our Storytime teacher for over 20 years. The Open House will be held December 10th after the 10 am Storytime.
- Preparations continue for the Christmas Stroll, to be held Saturday, December 7th.
- Popular programs include Mindfulness Techniques, Family History Day, Sunset Autumn Cookies, Obscurity Book Club, Yoga, and Film Club.
- Program planning for January-May of 2025 is being finalized and the Program Guide is being developed.
- Met with Dewberry to refine furniture selections and finishes.
- Continued work on the Strategic Plan, incorporating feedback from the Community Survey.
- Processed survey feedback. We received over 600 comments and over 25 respondents more than the previous survey. In general, we improved in almost categories over last survey. Our focus on Customer Service is reflected in the feedback. Areas for improvement include increasing program selection and bringing our building space up to date.

XI. LIBRARY STAFF REPORTS

As outlined in Director's Report.

XII. COMMITTEE REPORTS

- A. Personnel – None
- B. Policy – None
- C. Finance – None
- D. Building and Grounds – None

XIII. EXECUTIVE SESSION TO DISCUSS PERSONNEL AND LITIGATION

At 8:12 p.m. Vice-President Cherry **moved to go into Executive Session to discuss items relating to personnel** (5 ILCS 120/2(c)(1) – *The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body*). **and to reconvene to take action.** Trustee Porter seconded the motion.

ROLL CALL VOTE:

AYES:	Burroughs	Cherry
	Gagne	Jumonville
	Krall	Porter
	Timko	

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

MOTION CARRIED

At 8:23 p.m. Vice-President Cherry **moved to reconvene to the Regular meeting to take action.** Trustee Timko seconded the motion.

Vice-President Cherry **moved to approve the minute of the Executive Session of the Regular Meeting of October 14, 2024, as amended.** Trustee Timko seconded the motion.

AYES: ALL

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

MOTION CARRIED

XIV. OLD BUSINESS

None

XV. NEW BUSINESS

None

XVI. ADJOURN

Trustee Timko **moved to adjourn the meeting.** Vice-President Cherry seconded the motion.

AYES: ALL

NAYS: NONE

ABSENT: NONE

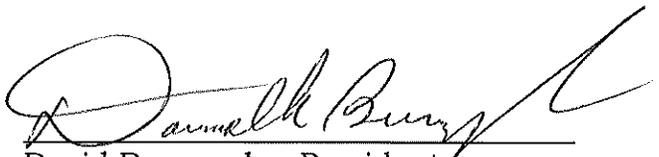
ABSTAIN: NONE

MOTION CARRIED

The Regular Meeting of the Board of Trustees of the Town and Country Public Library District was adjourned at 8:25 p.m.



Kelly Gagne, Secretary



David Burroughs, President