

**MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
TOWN AND COUNTRY PUBLIC LIBRARY DISTRICT
SEPTEMBER 11, 2023**

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

ABSENT: NONE

ALSO PRESENT: Staff Members Tim Fitzpatrick, Bronwen Heneghan, Gina Knowlton, Megan Shumaker, and 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

Treasurer Jumonville **moved to adopt the agenda as written.** Vice-President Cherry seconded the motion.

AYES: ALL

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

MOTION CARRIED

V. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S)

Minutes for the Special Meetings on August 7, 2023, and August 8, 2023, the Executive Sessions of the Special Meetings on August 7, 2023, and August 8, 2023, the Regular Session of the Regular Meeting on August 14, 2023, and the Executive Session of the Regular Meeting on August 14, 2023, were discussed. Trustee Timko **moved to approve Minutes from the Special Meetings on August 7, 2023, and August 8, 2023, the Executive Sessions of the Special Meetings on August 7, 2023, and August 8, 2023, the Regular Session of the Regular Meeting on August**

IX. INTERIM LIBRARY DIRECTOR REPORT

- Interim Director Gemini reported that the tax distribution for the year to date is \$8472,488.55.
- A CD in the amount of \$200,000 matured on 8/9/23 and earned \$3544.11 in interest.
- A CD in the amount of \$240,000 was purchased on 8/10/23, scheduled to mature on 2/16/24.
- There was 1 FOIA request in August.
- 36 Welcome Bags were distributed.
- The public restroom was vandalized for the third time. A police report was filed, and camera footage was turned over to the police. Doors to the bathrooms will be left open going forward to discourage future vandalism incidents.

X. LIBRARY STAFF REPORTS

Adult Services Manager Megan Shumaker reported on the Elburn Days Parade. Additionally, it was noted that there was a line out the door to sign up for programs, with 860 people signed up to date. Preparation for the Holiday Stroll is in full swing.

Youth Services Manager Gina Knowlton reported that August was a slower month, allowing for preparation for fall programming, including Story Times, Kindergarten Readiness, and Home School programs.

Circulation Manager Kathy Semrick reported that the summer reading program signup went very smoothly this year. Patrons have reached out to provide positive feedback on the program and its ease of use.

Technical Services Manager Bronwen Heneghan reported that weeding was done in the Adult Audio and Holiday Books. Spine label replacement is ongoing and is up to CR in Picture Books and N in Fiction.

Karen Morrison at the Heritage Center reported 66.25 volunteer hours in June, 63.5 volunteer hours in July, and 83.25 volunteer hours in August. There were 3 patron visits in June, 6 patron visits in July, and 4 patron visits in August.

Communication Manager Tim Fitzpatrick reported that the new Program Guide reorganization was a success and well received by patrons, as evidenced by the large surge for registration. The Social Media stats have been redone and show a dip for the end of August, in line with back to school changes in scheduling.

XI. COMMITTEE REPORTS

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

XII. EXECUTIVE SESSION TO DISCUSS PERSONNEL AND LITIGATION

At 7:51 p.m. Vice-President Cherry **moved to go into Executive Session to discuss items relating to personnel and litigation and to reconvene to take no action.** Trustee Timko seconded the motion.

ROLL CALL VOTE:

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

MOTION CARRIED

At 8:03 p.m. Treasurer Jumonville **moved to reconvene to the Regular meeting to take action.** Trustee Timko seconded the motion.

XIII. OLD BUSINESS

None.

XIV. NEW BUSINESS

None.


XV. ADJOURN

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

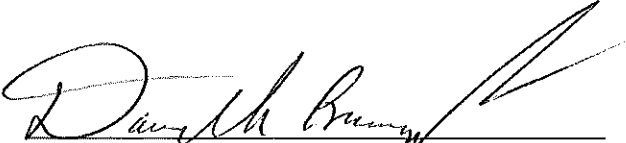
AYES:	ALL	NAYS:	NONE
ABSENT:	NONE	ABSTAIN:	NONE

MOTION CARRIED

The Regular Meeting of the Board of Trustees of the Town and Country Public Library District was adjourned at 8:20 p.m.



Kelly Gagne, Secretary



David Burroughs, President