

Bement Public Library District Board Meeting
January 21, 2025

Board President Mary Postlewait called the meeting to order at 5:32 pm and led the Pledge of Allegiance to the Flag. Director Donna Techau and Board Trustees Bill Gallagher, Jill Lawson, Connie Kinsella, Gail Wright, and Kenneth Wright were present. Trustee Jerry Watzlawick was absent.

Gail Wright made a motion to approve the consent agenda as presented. Jill Lawson seconded the motion, and all trustees present voted aye.

In old business, Director Techau reported no change in status regarding the wildflower garden, audit of library cards and welcome packet since the previous meeting. The Kids are Fine Fee pilot program has been implemented with no complaints or challenges. The Per Capita Grant has been completed. The reception desk is now 100% complete with the installation of the missing countertop section, and payment was sent. The Comptroller's Report is due to be complete by the extended deadline. The IINET Survey and Library Certification have been completed. All trustees except one have completed the director evaluation and given it to the board secretary to compile into a summary report.

In new business, Director Techau has scheduled a staff training on January 30, and the library will be closed that day. The training is to address employee conduct and professionalism. Director Techau initiated a discussion with the board regarding closure due to hazardous weather. The board discussed the need to draft a policy with more formal guidelines. It was determined that in the event of hazardous weather, the Director will contact a board member that lives in Bement to get information regarding local conditions when making a closure decision, and that a more formal policy at this time was not needed. Director Techau reported that due to delays in the mail, the library does not always receive bills in a timely manner to allow on-time payment. If the library credit card limit was increased, the library could opt for online billing and save money on late fees and postage.

Gail Wright made a motion to raise the library credit card limit to \$2500. Jill Lawson seconded the motion, and all trustees present voted aye.

Director Techau reported that the library's storage unit has been cleaned out thanks to Steve Mann and Mary Postlewait. At some point, it would be good to have a shed on site rather than continuing to rent a storage unit. The board asked Director Techau to explore options and prices for an appropriately sized storage building to place on the property. The library donated granola bars this year for the community Valentine bags for seniors. Director Techau reported that at some point this year, it will likely be necessary to transfer funds from the library's CD to cover remodeling costs. No action needed at this time.

At 6:23 pm, with no further business to discuss, Bill Gallagher made a motion to adjourn the meeting. Jill Lawson seconded the motion, and all trustees present voted aye.

The next regular board meeting will be February 18, 2025 at 5:30 pm at the library.

Connie Kinsella, Board Secretary