

Limestone Township Library District
Board of Trustees Meeting Minutes
Thursday, August 15, 2024
Community Meeting Room

In attendance: Gary Dahn, Dana Krippel, Darcy Stomberg, Libby Wasser, Jill Whalen, Director Lynne Noffke (via Zoom)

Absent: Tricia Coffman, Mary Beth Dorsey

1. Call to Order at 6:30 PM
2. Minutes
 - a. Corrections: 5C: Should read, "Motion made by Dana; second by Jill; all in favor"
 - b. Postpone to approve minutes from July 18, 2024 as corrected made by Darcy; second by Dana ; all in favor. We don't have printed copies of all pages.
3. Public Comment—none
4. Treasurer's Report
 - a. Comcast Business Phone: Consideration of ACH/EFT Payment Option—auto pay. Motion to approve made by Jill; second by Tricia; abstained by Darcy
 - b. Filed for audit
 - c. Total expenses to be approved: \$24,603.69 motion made by Darcy; second by Tricia; all in favor
 - d. SBH: \$171,568.60
 - e. Illinois Funds: \$16,007.11
5. Director's Report

- a. September Food for Fines—10 items for up to \$10 fines.
Motion to approve made by Tricia; second by Jill; all in favor
 - b. Fall Festival Saturday, October 26, 2024
 - c. Staff evaluations in progress
 - d. Fall Book Sale Oct 24-Nov 6
6. Building Committee
- a. Acoustical Panels
 - i. Lynne, Gary, Libby, Brian, and Ryan Whitesell will meet to discuss options
7. New Business
- a. Assessment: Library Hours Open to the Public
 - i. Traffic study will be done in next 2 weeks to decide on library closing times
 - b. Other
 - i. SKDO would like to have signature for services for coming year. Motion to sign agreement made by Gary; second by Dana; abstained by Darcy; motion carried
 - ii. HCUSD2 Board of Education meeting was attended by Libby, Dana, and Tricia. Impact of their plan could affect LTLD and the future.
8. Old Business
- a. Election of LTLD Board of Trustees Officers
 - i. President—Gary volunteered to be acting President for a year
 - ii. Libby—Vice President
 - iii. Jill—Secretary
 - iv. Dana—Treasurer
 - v. Darcy elected Gary for President and Dana for Treasurer; second by Jill; all in favor

b. Library Funding

- i. Traffic Survey—Lynne will send to us
- ii. Creation of Volunteer Group: Status update
 - 1. In process—no update

c. FY2024-2025 LTLD Working Budget: *Action Item*

- i. Lower the collection development to 18.3% of Operational budget
- ii. Reduce print materials
- iii. Will still need to reduce hours in order to balance budget
- iv. Tricia suggested removing *USA Today* subscription in order to help the budget (\$480/year approximately)
- v. Reduce the Periodical to \$1100 even
- vi. Gary made motion to approve budget \$336,871.74;(\$337,195.00) seconded by Tricia; all were in favor
 - 1. Budget will be balanced after reducing the Periodical line to \$1100
 - 2. This budget reflects the cutting of hours and the reducing of line items. We did not come to this decision lightly and regret that this is what has to be done. In order to have a balanced budget this is the decision that was made.

d. LTLD Policy Review:

- i. Employee Handbook
- ii. Program Policy

e. Other

- i. 4 Personal days were approved for the Library Director.

1. Gary Motioned to approve 4 days of personnel days; seconded by Mary Beth; all were in favor.

9. Friends of the Library

10. Other

11. Adjourn at 8:00PM Motion made by Darcy; second by Mary Beth; all in favor