

Harrisburg Public Library District - Board of Trustees Meeting Minutes
Wednesday, September 20, 2023

The regular meeting of the Board of Trustees of the Harrisburg Public Library District was called to order by President Janet Jones at approximately 5:01pm. Those initially in attendance were Trustees David Berry, Robert (Bob) DeVillez, Denise Drue, Kelly Phelps, Emily Sumner, and Library Director, Krystal Gulley. Trustee Sally Wofford arrived at approximately 5:40pm.

Mr. Mike Phalin, representative of D & D Electric, LLC provided a very thorough power-point presentation on solar energy and the cost associated with such an installation. Thank you to Mr. Phalin and Mr. Nathan Sumner, installer and employ of D & D Electric, for all the information provided.

The full meeting was called to order by President Janet Jones at approximately 6:07pm.

Consent Agenda:

Kelly Phelps made a motion to accept the Consent Agenda as presented. Bob DeVillez provided a second to the motion and the motion carried unanimously via roll call vote.

President's Report:

***Janet would like to begin discussing Long Range Planning in Spring 2024. She expressed her desire to have a sizeable committee to gauge where/what the public would like from us.

***Planning for Holiday House Tours is moving along. The graphics and printing are complete, and a Facebook event invitation will be sent out soon. Everyone's participation will be needed for this event.

***The ILA conference is in October. There are funds available for Trustees to attend.

Correspondence/Communications – None Received

Committee Reports:

*****Finance** – No report

*****Personnel** – No report

*****Policy** – See Krystal's Report

*****Building and Grounds** – No report

Director's Reports

***It is time once again for an Audit to be completed. The cost was included in the Budget & Appropriation as the cost was \$7000 in 2020. Krystal spoke with Jimmi-Williams-Cox about whether or not we have to levy for both IMRF & Social Security as we have substantial money available in both areas. However, it was explained that this is not something to just stop and start. Krystal will, however, ask a lawyer about the possibility of using the interest in other areas but for the year, everything will remain status quo.

***Krystal updated Ordinance 23/24–3. Sally Wofford made a motion to accept the updates to this ordinance. There was no discussion and the motion carried unanimously.

***Based on cost projection and future savings provided to Krystal by Robert 'Torch' Wilson, a motion was made by Sally Wofford to move forward with switching over to LED lighting. Denise Drue provided a second. There was no discussion and the motion carried unanimously via roll call vote.

***Due to various scheduling conflicts, Emily will be the only employee attending ILA. Kelly Phelps made a motion that would allow Emily to attend with her expenses by the Board. Denise Drue provided a second. David Berry asked if she could provide a brief summary to the board about what she learned while there. The motion carried unanimously via roll call vote.

***As of January 2024, there will be new rules, policies, and procedures for Illinois Notaries that will be stricter. These changes are making our notaries very hesitant to continue. Krystal will make inquiries with other libraries and this topic will be revisited.

***The Policy Committee met, and specific changes were made to the Photography & Recording Policy that focused on preventing an infringement on others privacy when videoing and/or causing problems

while doing it. A motion was made by David Berry to accept these changes and Kelly Phelps provided a second to this motion. The motion unanimously carried with Denise Drue abstaining.

***Since LIMRiCC has made changes to their Intergovernmental Agreement, Denise Drue made a motion to accept these changes so we stay current and up-to-date. David Berry provided a second. There was no discussion and the motion carried unanimously.

Motion to adjourn at 6:51 by Janet Jones with a second by Denise Drue

Respectfully submitted by Trustee Leah Denise Drue, Secretary
