

Regular Meeting
Peru Public Library District
Board of Trustees
8 September 2022
6:00 pm

Present: Jean Carter, Linda Hiltabrand, Mary Lindenmeyer, Doug Olivero joined the meeting @ 6:19, Larry Sittler, Bo Windy, Mike Watts and Co-directors Melissa Keegan and Emily Schaub.

Guest: Olivia Doak from the News Tribune

1. Call to order: President Mike Watts called the meeting to order at 6:00 pm.
2. Changes to the agenda: There were no changes to the agenda.
3. Public comments: There were no public comments.
4. Approval of minutes of the Budget & Appropriation Hearing and the August 2022 board meeting: Mary Lindenmeyer moved to approve the minutes of the Budget & Appropriation Hearing with the discussed amendment and the minutes of the August 2022 board meeting, Larry Sittler seconded. The motion carried.
5. Financial report
 - a. Approve disbursements for September 2022: Larry Sittler moved to approve disbursements for September 2022, Bo Windy seconded. The motion carried.
 - b. Accept financial report for September 2022: Linda Hiltabrand moved to accept the financial report for September 2022, Mary Lindenmeyer seconded. The motion carried.
6. Correspondence: A News Trib article, "Turning Tragedy into Awareness", referenced the library's safe sleep display. Youth Services Director Lynn Sheedy was mentioned in an article published in the latest issue of Illinois Valley Woman. She was referred to as "that fabulous, delightful Children's

Services Manager”. Lynn also received an email from Lighted Way teacher Allison Nichols thanking her for the program she presented. The library received a note from a “Library Lover” in Virginia expressing their delight in a book they received through the inter library loan system. A donation accompanied the note.

7. Librarian’s report

- a. Library Trustee petition packets: Library Trustee petition packets will be available for individuals interested in serving on the library board. Three seats will be open on the April 4th ballot next year. Packets can be picked up at the library starting September 20th and returned December 12th through the 19th.

8. Prior meeting follow-up

- a. Parking lot: Tim Harris of Chamlin and Associates determined that the depressions appearing in the new parking lot were caused by large vehicles used while installing the new light fixtures outside the library. He suggested holding off on repairing them until the parking lot is sealed.
- b. West Street drainage: During a recent rainfall, Tim Harris took a video of the waterflow and shared it with City Engineer Eric Carls. The video showed water draining down the east side of West Street.
- c. Computers: The library will be opening at 3:00 pm on Wednesday, September 14th to allow for installation of the new staff computers. New public computers will be installed later in September.

9. President’s report: President Mike Watts asked the board to review the library’s Public Comment Policy and Collection Development and Management Policy. These items will be on October’s agenda for adoption.

10. Executive session: There was no call for Executive session.

11. Action and/or discussion items

- a. Charm Ruhnke: The library will purchase a large rock to be placed outside the library and dedicated to former Library Director Charm Ruhnke. A commemorative plaque will be attached recognizing her years of service to the library.
- b. Appoint Emily Shaub FOIA and OMA officer: Linda Hiltabrand moved to appoint Emily Shaub FOIA and OMA officer, Doug Olivero seconded. The motion carried.
- c. Adopt revised FOIA policy: Linda Hiltabrand moved to adopt the revised FOIA policy, Bo Windy seconded. The motion carried.
- d. Adopt Strategic Plan: Linda Hiltabrand moved to adopt the Strategic Plan Option 1, replacing the Mission Statement with the one stated in option 2, Mary Lindenmeyer seconded. The motion carried.
- e. Approve the transfer of unexpended FY2021/22 funds to the Special Reserve fund: Linda Hiltabrand moved to approve the transfer of unexpended FY2021/22 funds to the Special Reserve fund after outstanding bills are paid, Larry Sittler seconded. The motion carried.

12. Board Orientation: The Board reviewed the list of the Illinois Public Library Core Standards in accordance with the Per Capita Grant Requirements and found the library current with set standards.

13. Adjournment: There being no further business, the meeting was adjourned at 6:38 pm.

Submitted by Jean Carter/Board Secretary