

**Regular Meeting
Peru Public Library District
Board of Trustees
12 January 2023
6:00 pm**

Present: Mike Watts, Jean Carter, Linda Hiltabrand, Doug Olivero, Larry Sittler, Bo Windy and Co-Directors Melissa Keegan and Emily Schaub

Absent: Mary Lindenmeyer

1. Call to order: President Mike Watts called the meeting to order at 6:02 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 10 November 2022 meeting: Linda Hiltabrand moved to approve the minutes of November 2022 with correction, Bo Windy seconded. The motion carried.
5. Financial report
 - a. Approve disbursements for December 2022 and January 2023: Doug Olivero moved to approve the disbursements for December 2022 and January 2023, Bo Windy seconded. The motion carried.
 - b. Accept financial report for January 2023: Doug Olivero moved to accept the financial report for January 2023, Bo Windy seconded. The motion carried.
6. Correspondence
 - a. Donations and thank you notes: The library received a thank you note from the family of Jean Sale. A donation accompanied the note. Co-Director Emily Schaub sent handwritten thank you notes to 3 families (Sale, Grabowski and McCullough) making donations to the library. The Board received thank you notes from staff members for Christmas gifts received.

7. Librarian's report

- a. Space planning results: The library received submissions from JK Consulting and Anders Dahlgren. They included suggestions and plans for the Youth Services circulation area. After reviewing both, it was decided to enlist the services of Anders Dahlgren.
- b. Kmetz updated plan: Kmetz Architects submitted a Preliminary Lower Level Floor Plan for Youth Services. The Board is awaiting a list of corresponding costs.
- c. Staff resignation and retirement: Catie Calderon accepted the position of Youth Services Manager, replacing Lynn Sheedy who resigned last year. Jean Roesch retired earlier this month. Cheryl Nance has been hired to take her position.

8. Prior meeting follow-up: There were no items to follow up on.

9. President's report: There was no report.

10. Executive session: There was no need for executive session.

11. Action and/or discussion items

- a. Review and adopt Programming Librarian job description: Linda Hiltabrand moved to adopt the Programming Librarian job description, Larry Sittler seconded. The motion carried.
- b. Board meeting dates for FY2023/24: Linda Hiltabrand moved to approve the Board meeting dates for FY2023/24, Doug Olivero seconded. The motion carried.
- c. Authorize Library Co-Director Melissa Keegan as contact with Bank of America: Doug Olivero moved to authorize Library Co-Director Melissa Keegan as contact with Bank of America, Bo Windy seconded. A roll call was taken, results were 6 ayes and 1 absentee. The motion carried.

12. Board Orientation: There was no orientation.

13. Adjournment: There being no further business, the meeting adjourned at 6:34 pm.

Submitted by Jean Carter/Secretary