

**Regular Meeting
Board of Trustees
Peru Public Library District
14 March 2024
6:00 pm**

Present: Jean Carter, Laurie Moss, Kent Maze, Doug Olivero, Larry Sittler, Mike Watts, Bo Windy, and Co-Directors Melissa Keegan and Emily Schaub

1. Call to Order: President Mike Watts called the meeting to order at 6:00 pm.
2. Changes to the agenda: Items 11 a, b and c will be covered after item 2 - Changes to the agenda.
11. Action and/or discussion items
 - a. Resolution honoring Linda Hiltabrand: The resolution honoring Linda Hiltabrand was read by Co-Director Emily Schaub.
 - b. Resolution declaring library trustee vacancy: The resolution declaring the library trustee vacancy was read by Co-Director Emily Schaub.
 - c. Resolution appointing Kent Maze as Library Trustee: The Resolution appointing Kent Maze as Library Trustee was read by Co-Director Emily Schaub.
3. Public comments: There were no public comments.
4. Approval of minutes of February 20024: Larry Sittler moved to approve the minutes of February 2024, Doug Olivero seconded. The motion carried.

5. Financial report

- a. Approve disbursements for March 2024: Laurie Moss moved to approve disbursements for March 2024, Doug Olivero seconded. The motion carried.
- b. Accept financial report for March 2024: Larry Sittler moved to accept the financial report for March 2024, Doug Olivero seconded. The motion carried.

6. Correspondence

- a. Correspondence included several Linda Hiltabrand memorials.
- b. Sue Rezin sent a note of thanks to the library for valentines sent to senior citizens.
- c. A letter was received from Linda Hiltabrand's attorney stating the library will receive a percentage of Linda's estate.

7. Librarian's report

- a. Kone increase: The library was informed of a 5.95% increase in the cost of Kone's quarterly elevator maintenance.
- b. Library Road Trip: Twenty-four area libraries are participating in an event, Library Road Trip. Patrons are encouraged to pick up a "passport" from their home library and visit as many of the libraries possible to get their passport stamped. Patrons returning their stamped passport will be entered into a raffle for a prize.
- c. Solar eclipse glasses: The library will begin distributing solar eclipse glasses beginning on April 1st. There will be a program on April 6th – Ready, Set Eclipse! There will also be an Eclipse watching party on the front lawn of the library on April 8th from 1:30 pm – 3:30 pm.
- d. Large print books: The library has purchased 26 large print books using portion of the \$5000 donation received specifically for their purchase.

8. Prior meeting follow-up

- a. Youth circulation desk project completion: Youth Services is up and running upon the completion of the remodel.
- 9. President's report: There was no President's report.
- 10. Executive session: There was no call for executive session.
- 11. Action and/or discussion items
 - d. Review Fund Balance Policy: The Board reviewed the Fund Balance Policy to satisfy requests from auditors and insurers.
 - e. Review Supplemental Services Policy: The Board reviewed the balances in the Supplemental Services accounts and discussed how the monies are used.
- 12. Board Orientation – FOIA basics, Libraries: An American Value, Serving Our Public – chapters 1, 2, & 3, Trustee Facts Files – chapters 1,4, & 5: The aforementioned items were reviewed by the Board to fulfill Board Orientation requirements.
- 13. Adjournment: There being no further business, the meeting adjourned at 6:50 pm.

Submitted by Jean Carter/Board Secretary