

**Regular Meeting  
Board of Trustees  
Peru Public Library District  
11 July 2024  
6:00 pm**

Present: Laurie Moss, Kent Maze, Larry Sittler, Mike Watts, and Bo Windy, along with Doug Olivero, who arrived @ 6:08 pm to join meeting

Co-Directors Melissa Keegan and Emily Schaub

Absent: Jean Carter

1. Call to order: Call to order: President Mike Watts called the meeting to order at 6:00 pm and in absence of Board Secretary, Jean Carter, appointed Larry Sittler as Secretary Pro-Tem for this meeting.
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 June 2024: Kent Maze moved to approve the draft minutes taken at the June 2024 meeting, Bo Windy gave second, and on vote the motion carried.
5. Financial report
  - a. Approve disbursements for July 2024: Laurie Moss moved to approve disbursements for July 2024, Larry Sittler gave second, and on vote the motion carried.
  - b. Accept financial report for July 2024: Doug Olivero moved to approve the financial report for July 2024, Bo Windy gave second, and on vote the motion carried.
6. Correspondence: There was no correspondence.
7. Librarian's report

- a. Jeff Reichl, considered for position last year, started as new custodian at beginning of July. Has been training with both Ron, retired custodian, and Mike Pack, who decided to step down from the library part-time position (will still be available a substitute if needed) due to demand of his full-time job.
  - b. Copies of “Insurance Valuation Report” prepared by CBIZ Valuation Group, LLC as arranged by LIRA insurance group, were provided to trustees. Appraisal for replacement cost of building concluded to be \$5,082,000.
  - c. Books removed from collection in preparation for upcoming floor re-carpeting project have been placed on cart by front door for anyone to take with patrons observed helping themselves to these “free” books.
  - d. In cooperation with other libraries a trustee training event is being planned for 28 September 2024.
8. Prior meeting follow-up:
- a. Annexation letter: A decision deadline of 15 September 2024 has been inserted into the draft letter previously discussed at the May 2024 and June 2024 library board meetings. In August 2024, the now finalized letter will be sent to owners of residential property recently annexed into the boundaries of City of Peru, seeking to interest them in joining the Peru Public Library District by petitioning the library and LaSalle County themselves.
  - b. Floor sample voting: Possible colors and styles of carpeting for use in upstairs main level of library were ordered 2 weeks ago and physical samples have not yet arrived.
  - c. Board photo – rescheduled to August meeting.
9. President’s report:

- a. President Mike Watts acting upon the recommendations of the Nominating Committee appointed the following persons to fill the office positions on the Board of Trustees:  
Michael Watts (President), Douglas Olivero (Vice-President), Larry Sittler (Secretary), and Kent Maze (Treasurer)
- b. President Mike Watts appointed Laurie Moss and Larry Sittler to the Committee for Review of Secretary's Record.

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

11. Action and/or discussion items:

- a. Authorize bank signature card changes for Treasurer: Larry Sittler moved to authorize signature of the same by new Treasurer, Kent Maze, second by Laurie Moss, and on vote motion carried.
- b. Adopt revised FOIA policy: Kent Maze moved to adopt the revised FOIA policy, second by Doug Olivero, and on vote motion carried.
- c. Appoint the OMA and FOIA officer: President Mike Watts recommended appointment of Co-Director Emily Schaub as the OMA and FOIA officer. Larry Sittler moved to approve aforesaid appointment, second by Kent Maze, followed by ratification vote of approval.
- d. Adopt Ordinance 24-25 001 Building and Maintenance: President Mike Watts moved to adopt Ordinance 24-25 001 Building and Maintenance, second by Doug Olivero, and on vote the motion carried.
- e. Adopt Ordinance 24-25 002 Annexation of E of Peoria/26<sup>th</sup> Street – Sunset Drive: President Mike Watts moved to adopt Ordinance 24-25 002 Annexation of E of Peoria/26<sup>th</sup> Street – Sunset Drive and also includes 2 pins without electors on Gunia Drive, second by Doug Olivero, and on vote the motion carried.

- f. Authorize Co-Library Director(s) to apply for grants: President Mike Watts moved to authorize Co-Library Director(s) to apply for grants, second by Kent Maze, and on vote motion carried.
  - g. Appoint Legal Counsel: President Mike Watts recommended appointment of Phillip Lenzini as Legal Counsel, Kent Maze moved to approve aforesaid appointment, second by Doug Olivero, followed by ratification vote of approval.
  - h. Authorize disposal of surplus material: Doug Olivero moved to authorize the disposal of surplus material, a second by Kent Maze, and on vote motion carried.
  - i. Taste of the Illinois Valley & afternoon hours that Saturday at beginning of August: Discussion as to whether library should close early at 12:00 pm on Saturday, 3 August 2024, when Taste of the Illinois Valley food festival will be underway in neighboring Centennial Park. In past festival attendees used library's parking lot, so last year an early closing time was scheduled. However, 5 August 2023 had heavy rain all afternoon, food vendors left, and few people showed up. Consensus among board members was not to close this year and keep regular Saturday afternoon hours.
12. Board orientation: No orientation this month.
13. Adjournment: There being no further business, the meeting adjourned at 6:48 pm.

Submitted by Submitted by Larry Sittler/Secretary Pro-Tem