

**Regular Meeting  
Board of Trustees  
Peru Public Library District  
10 October 2024  
6:00 pm**

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

1. Called to order: President Mike Watts called meeting to order at 6:00 pm.
2. Changes to the agenda: Approval of Minutes from the Budget and Appropriations Hearing also held on 12 September 2024, had inadvertently been omitted from printed agenda and was designated to be item 4(a) during meeting this evening.
3. Public comments: There were no public comments.
4. Approval of minutes from hearing and meeting on 12 September 2024:
  - a. Minutes from Budget and Appropriations Hearing at 6:00 pm, Jean Carter moved to approve foregoing hearing minutes, second given by Doug Olivero, and upon vote motion carried.
  - b. Minutes from regular Board of Trustees meeting at 6:15 pm, Kent Maze moved to approve foregoing meeting minutes, second given by Laurie Moss, and upon vote motion carried.
5. Financial report: Co-Director Melissa Keegan noted the expenses included cost for publishing notice of Budget and Appropriations ordinance along with governmental filing fees in LaSalle and Bureau Counties for annexation ordinance.
  - a. Approval of disbursements for September 2024, with motion to approve by Laurie Moss, second from Bo Windy, and with affirmative vote carried.
  - b. Acceptance of financial report for September 2024, with motion to approve by Jean Carter, second from Doug Olivero, and with affirmative vote carried.
6. Correspondence:
  - a. Thank-you acknowledgments received from students in GOALS class at LaSalle-Peru Township High School following library visit last month.
  - b. Thank-you card with \$25.00 check received from patron in Champaign, Illinois, thanking library for assistance with genealogy research.
  - c. Author in Crown Point, IN, sent library 4 books she has written.
7. Librarians' report:
  - a. GOALS class from LaSalle-Peru Township High School visited for tour and informative presentation as to programs offered for teenagers.
  - b. Estimate given by Ficek Electric for installation of 5 security cameras - \$18,770.00.
  - c. Co-directors met with Hallett Movers to get price information for moving book shelves and furniture in conjunction with adult area flooring project.
  - d. Flooring measurement done by Kmetz Architects, Inc.

- e. Free Amazon Business Prime Account arranged for Illinois Library Association (ILA) member libraries.
8. Prior meeting follow-up: Employee Policy to be amended for payment to part-time staff members on any scheduled holiday day they are scheduled to work. Currently weather closing policy for staff members is that they are paid if they make it in on scheduled day, when decision to close early is made and not paid if unable to get to work.
  9. President's report: Discussion about doing an Exploratory Survey to get feedback on feasibility of adding additional Sunday hours, with discussion as to current usage statistics, need to hire additional staff, estimation of extra costs, etc. Survey result to be considered in determining budget decisions for 2026-27 fiscal year.
  10. Executive session: There was no need for Executive session.
  11. Action and/or discussion items:
    - a. Adoption of the Social Media Policy: Jean Carter moved to adopt Social Media Policy, second given by Laurie Moss, and motion passed with unanimous vote.
    - b. Approval of Transit Service Agreement with NCAT (North Central Area Transit) for trial bus route in Peru to library on Wednesday mornings from 1 November 2024 to 31 January 2025: Kent Maze made approval motion, second given by Doug Olivero, and upon vote passed.
    - c. Approval of Annexation Ordinance No. 24-25 005 (for property, parcel PIN: 17-18-415-000 on Terminal Road): Jean Carter moved for its approval, second given by Larry Sittler, and ordinance approved on unanimous vote.
    - d. Approval of Holiday Closings for 2025: Jean Carter moved to approve holiday closing on the 11 scheduled dates from 1 January 2025 to 1 January 2026. Laurie Moss gave second and with aye votes from all motion passed.
  12. Board Orientation: Copy of Chapter 9 of Serving Our Public 4.0 Standards for Illinois Public Libraries of Illinois Library Association 2020, given to trustees.
  13. Adjournment: There being no further business, the meeting adjourned at 7:15 pm.

Submitted by Larry Sittler / Board Secretary