

**Regular Meeting
Board of Trustees
Peru Public Library District
9 January 2025
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: There were no changes to the agenda.
3. Public comments: There were no public comments.
4. Approval of minutes from 14 November 2024 meeting: 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: a deposit of LaSalle County tax revenue on 20 December 2024, the receipt and deposit of a Personal Property Replacement Tax (PPRT) check on 23 December 2024, an average daily yield in December of 4.69% on the 2 Illinois Funds accounts, the opening of a new 28 month certificate of deposit at First State Bank for re-investment of Special Reserve funds previously in matured/closed CD #7509, and issuance of completed W2 forms to staff on 6 January 2025.
 - a. Approval of disbursements for December 2024 and January 2025, with motion made by Jean Carter, second from Doug Olivero, and with affirmative vote carried.
 - b. Acceptance of financial report for January 2025, with motion by Jean Carter, second from Laurie Moss, and with affirmative vote carried.
6. Correspondence: Thank you - card from library staff members for holiday monetary gifts, letter from library to thank officially the Peruvian Purlers knitting group for \$150.00 donation, and letter from Jacob Kallal.
7. Librarian's report:
 - a. Having seen little interest in the service NCAT bus rides will be discontinued.
 - b. Three new trees: Sycamore, Maple, and Kentucky Coffee, planted on west side of parking lot on 27 November 2024.
 - c. Technician adjusted on 20 December 2024 the landing door pick-up rollers on 38 year-old elevator and solved a delayed time response problem when going down to lower level prior to its annual inspection on 2 January 2025.
 - d. Waste disposal company will change to Republic Services in February 2025, due to price increase by Waste Management and significant savings from switch to Republic.

- e. City of Peru possibly starting a Historical Commission and welcome to having library represented, benefit of participation may lead to another unit of local government sharing cost of digitizing our microfilm collection.
8. Prior meeting follow-up: Adult flooring project status, per information from Mike Kometz, Boss One has ordered flooring materials with work expected to start no sooner than month of March with estimated work time of about 2 weeks.
 9. President's report: There was no need for a separate presentation by president.
 10. Executive session: There was no need for Executive session.
 11. Action and/or discussion items:
 - a. Accept bid for adult library movers. Bid submitted by Richard Benda of Hallett Movers in Summit, Illinois, a company with 88 years of experience in moving library furniture, shelving, books, supplies, etc. totaled \$24,450.00: Kent Maze moved to accept aforesaid bid for this work in connection with the adult flooring project. Motion received a second by Larry Sittler and company bid accepted with unanimous vote.
 - b. Approval of Meeting Dates and Times Ordinance No. 24-25 007: Jean Carter moved for its approval, second given by Bo Windy, and ordinance approved with unanimous vote.
 - c. Building tour: Trustees taken around building prior to the work commencing on the adult area flooring and remodeling project.
 12. Board Orientation – Code of Ethics, Ethics Statement, Trustee Fact Files Ch. 4 Legal Responsibilities and Liability: Co-librarians noted we do not keep track of any person's "reading preferences" and for that information to be saved a person must consciously "opt-in" on the library's computerized database. Patron and user information is not shared, and would necessitate library be served with summons or subpoena and official court order entered compelling any disclosure thereof.
 13. Adjournment: There being no further business, the meeting adjourned at 7:01 pm.

Submitted by Larry Sittler / Board Secretary