

**Pearl City Public Library District**  
**221 S. Main St, Pearl City, IL 61062**  
**Regular Board Meeting Agenda**  
**Tuesday, December 5, 2023 at 6:30 pm**

- I. Call to order Regular Board Meeting by:
- II. Public Comments:
- III. Secretary's report:
  - November 7, 2023 regular board meeting minutes: review & action
- IV. Treasurer's report:
  - November 20, 2023 financial reports: review & action
  - CD Spreadsheet
  - November 2023 Petty Cash spreadsheet
  - Stephenson County Final Distribution Settlement Sheet
- V. Director's Report: (see attached report)
- VI. Committee Reports:
  - Finance:**
    - FY23-24 Levy Ordinance No. 23-1107: filed with county clerks
    - Certificates of Deposit: CD's maturity date 01/19/2024 review and discussion
  - Buildings & Grounds:**
    - Lingle Building Schematic: discussion for date of special board meeting with Lingle representative
    - Loescher Cleaning: eff. 01/01/2024 increase cleaning charge from \$60 to \$66 per cleaning, discussion & action
    - Snow removal: Jayson Williams, rate of \$40 per time incl. salt, discussion & action
  - Library Programming:**
    - Illinois Libraries Present: Dec. 6<sup>th</sup> – Lori Gottlieb; Dec. 16<sup>th</sup>-17<sup>th</sup> Royal Ballet Performance of: The Nutcracker (recording)
    - Painting w/Nina: Nov. 9, "Pumpkins in field", attendance-7
    - Pearl City Daisy & Brownie Troops: visited library on Nov. 27<sup>th</sup>, 27-scouts
    - Sunny Hill Crafts: Book folding craft Sat., Dec. 2<sup>nd</sup> at 9:30 am, cost \$25.00
    - Holiday Open House: Thurs., Dec. 14<sup>th</sup>, 1:00 to 6:30 pm
    - Pizza, Popcorn & Pop & Movie: Thurs., Dec 28<sup>th</sup>, 12:30 pm
  - Personnel:**
    - Staff holiday bonuses: discussion & action
  - Policies & Procedures:**
    - PCPLD Policies & Procedures: discussion on organizational chart; discussion on Materials Selection Policy; "Any Reason Paid Leave" act update
- VIII. Old Business:
  - a. Other old business (NOTE: items added can be discussed but no action can be taken)
- IX. New business:
  - a. FY2024 Illinois Public Library Per Capita Grant: review *Serving Our Public 4.0: Standards of Illinois Public Libraries*, submission due date Jan. 30, 2024
  - b. February 6, 2024 Regular Board Meeting: cancelling February meeting, discussion & action
  - c. Other new business (NOTE: items added can be discussed but no action can be taken)
  - d. Next board meeting: Regular Board Meeting, Tuesday, January 9, 2024 at 6:30 pm in the upper level
- X. Executive Session: (If needed) (NOTE: items in executive session are to be discussed with any action taken in regular meeting session)
- XI. Adjourned at: