

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

**Board Members present:** Rick Miche, Marv Edler, Sally Brandt, Mike Schmidt  
**Board Members absent:** Rusty Block, Ellen von Schrott, Josh Linnemann  
**Library Director:** Pennie Miller  
**Public:** No public

Regular Board Meeting was called to order at 6:59 pm by President Rick Miche

**Public Comment:** No public comment

**Secretary's Report:** Motion was made to accept the Secretary's Report Minutes with correction for the November 7, 2023 Regular Board Meeting. Motion was seconded and carried.

**Statement of Financial Position as of November 29, 2023.**

Operating Funds		Building/Expansion Fund		Totals	
Checking - State Bank of Pearl City	\$850.64	State Bank of Pearl City CD 51	\$140,881.53	Total Column 1	\$86,475.13
Memorial Fund	\$2,473.43	State Bank of Pearl City CD 52	\$138,793.38	Total Column 2	\$279,674.91
Money Market 13M0038-5	\$83,121.06				
Petty Cash	\$30.00				
<i>Total Column 1</i>	\$86,475.13	<i>Total Column 2</i>	\$279,674.91	<b>Grand Total</b>	\$366,150.04

**Treasurer's Report:** Motion was made to approve the Treasurer's Report as presented and pay the December bills. Motion was seconded and carried.

**Director's Report -** November 21, 2023 Staff Meeting agenda, November 2023 Circulation report, Meetings/Continuing Education, and closure of Library on December 25-2023 and January 1, 2024 for the Christmas and New Year holidays. Director PTO December 11-13, 2023, and possible PTO for Director Jan. 31 to Feb. 6, 2024.

**Committee Reports**

- **Finance Committee** – FY23-24 Levy Ordinance No. 23-1107 have been filed with county clerk; Certificates of Deposits (CDs) maturity date is January 19, 2024, treasurer will check on interest rates to renew the CDs.
- **Buildings & Grounds** – Rick has spoken with Carl Lingle and states west and east entry vestibules cannot be move to inside the building. Mike moved to inform Lingle that new schematic with west and east entry vestibules moved inside the building must be received by the library board to fulfill the Phase I Contract for library board to sign-off on schematic, and to pay the invoice, once correct schematic received and signed-off on and check cut for the Phase I invoice, this will terminate the library's contract with the Lingle Design Group, Inc. Marv seconded and the motion carried.  
Loescher Cleaning, effective Jan. 01, 2024 cleaning service charge will increase from \$60.00/cleaning to \$66.00/cleaning. Motion was made to approve the Loescher Cleaning service charge increase to \$66.00/cleaning effective Jan. 01, 2024, motion was seconded and carried.  
Jayson Williams snow removal rate will be \$40.00 per time including salt. Motion was made to accept Jayson Williams snow removal of \$40.00 per time including salt. Motion was seconded and carried.
- **Programming** - IL Library Presents-Dec. 6<sup>th</sup>, Lori Gottlieb & Dec. 16-17, Royal Ballet Performance of the Nutcracker; Painting w/Nina-Nov. 9<sup>th</sup>, attendance of 7; Pearl City Daisy & Brownie troops library visit on Nov. 27<sup>th</sup>, 27 scouts; Sunny Hill Crafts-Book folding on Dec. 2<sup>nd</sup> at 9:30 am; Holiday Open House-Dec. 14<sup>th</sup>, 1 to 6:30 pm; Pizza, Popcorn, Pop, & Movie-Dec. 28<sup>th</sup>, 12:30 pm
- **Personnel** – Staff Holiday Bonuses-motion was made for bonuses of \$70 (Director), \$50 (Full-time clerk), and \$25 (Part-time clerk). Motion was seconded and carried.
- **Policy & Procedures** - Review of Material Selection and Weeding Policy-Marc moved to approve and adopt the Material Selection and Weeding Policy with the discussed amendment. Sally seconded and the motion carried.  
"Any Reason Paid Leave" act discussion was tabled.

**Old Business** - None

**New Business** – FY2024 Illinois Public Library Per Capita Grant-*Serving Our Public 4.0: Standards of Illinois Public Libraries* were reviewed. February 6, 2024 Regular Board Meeting-director will not be available for the Feb. 6<sup>th</sup> board meeting and inquired if trustees still wanted to hold the meeting. Marv moved to cancel the Feb. 6, 2024 Regular Board meeting and not reschedule. Mike seconded and the motion carried.

**Next Board Meeting** - Tuesday, January 9, 2024 at 6:30 p.m. Motion was made to adjourn the meeting at 8:43 pm. Motion was seconded and carried.

Respectfully Submitted,  
Pennie Miller, Secretary pro-tem