



BOARD OF TRUSTEES

Regular Meeting
Go To Meetings

Tuesday, May 19, 2020

1. Call to Order & Roll Call-6:06 PM

Trustees Present: Dixon, Drayer, Elmore, Tatum

Trustee Tyler joined at 6:10 PM

Trustees Absent: Mays-Browne, Uza

2. Recognition of visitors

- Doreen Berrien-Business Office Manager

3. Public Comment on the Agenda

- None

4. Approval/adjustment of agenda

- None

5. Consent Agenda (action for all)

A. Approval of Minutes

- April 21, 2020

B. Treasurer's Report

- May 2020
-

C. Bill Claimed Lists

- May \$33, 270.01

MOVE TO ACCEPT THE CONSENT AGENDA; INCLUDING THE APRIL 21, 2020 REGULAR BOARD MEETING MINUTES, MAY 2020 TREASURER'S REPORT, AND MAY 2020 BILLS CLAIMED LIST IN THE AMOUNT OF \$33,270.01.

Motion: Trustee Drayer Ayes: All
Second: Trustee Tatum Nays: None
Motion Passed

D. Budget and Financial Report

- None

6. New Business

- A. Transfer 100,000 from Wintrust Money Market account to the local bank general checking

MOVE TO APPROVE THE TRANSFER OF \$100,000 FROM THE WINTRUST MONEY MARKET ACCOUNT TO THE LOCAL BANK GENERAL CHECKING ACCOUNT TO PAY INVOICES AND MAKE PAYROLL

Motion: Trustee Elmore Ayes: All
Second: Trustee Tatum Nays: None
Motion Passed

B. Budget Draft Discussion

- Doreen Berrien-Business Office Manager, Brian Vagt-Director and the board discussed the budget draft in detail.
- Trustee Dixon stated that moving forward that the board would like a policy in place to have a balanced budget for the library.
- The budget will be voted on in June.

C. Discussion of Policies and/or Procedures of Library's finances, Expenditures, Check requests, Purchasing, and Payment systems.

- The board discussed implementing new policies and procedures of the library's finances, expenditures, check requests, purchasing and payment systems.

7. Old Business

- None

8. Director's Report

- Director Brian Vagt presented his report in detail.
- The board discussed procedures for preparing the library for re-opening post-covid closure.

9. Communications

- None

10. Audience Comments and/or Questions

Per the Library Policy, Section 1.1, Article IV: Meetings, Section 4: Members of the audience may comment on, or be asked to comment on, specific agenda items during the meeting at the discretion of the President or presiding officer, for a time of **two (2) minutes**

11. Executive Session

Pursuant to 5 ILCS 120/2, go into Executive Session for the purpose to:

MOVE TO GO INTO EXECUTIVE SESSION PURSUANT TO 5 ILCS 120/2
FOR THE PURPOSE TO

12. Adjournment

MOVE TO ADJOURN AT 8:18 PM

Motion: Trustee Drayer Ayes: All
Second: Trustee Tatum Nays: None
Trustee Elmore no response
Motion Passed