

**MINUTES OF THE FOSSIL RIDGE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
November 20, 2023**

CALL BOARD OF TRUSTEES MEETING TO ORDER

Meeting called to order at 6:02 pm. Pledge of Allegiance was recited by all.

ROLL CALL

Trustees Present: LuAnn Bolatto, Teri Jones, Danell Morrison, Kathleen Price, Alvin Stockdale, and Sandra Bauter

CORRECTIONS TO AGENDA— Under “New Business” add in Accept Auditor’s Report

CONSENT AGENDA

Board minutes for 10/16/23 Library Board Meeting, Board Minutes for 10/16/23 Decennial Committee Meeting and Payment of the Bills. Motion by Stockdale to accept the Consent Agenda, seconded by Jones. Motion carried by roll call. Ayes: Bolatto, Jones, Morrison, Price, Stockdale, and Bauter. Nays: None.

CORRESPONDENCE AND PUBLIC COMMENT — Brittany from Brandt and Associates present the 2022/2023 fiscal year audit. She said it was a clean audit and Tammy Smith had all items requested. The library is in good order and there are very few adjustments needed. Deiters and Todd Library Consulting sent a Thank You card and chocolates for giving them a nice reference to another library. Rene received a letter from ILA stating how pleased they were with Rene’s presentations at the ILA Conference.

TREASURER’S REPORT — Treasurer Jones presented a written Treasure’s Report (attached). The report will be filed.

DIRECTOR’S REPORT

Director Rene Leyva presented a written Director’s Report (attached). One extra thing noted was that Rene had a SAILS meeting at Fossil Ridge with 13 other directors. It was very successful.

UNFINISHED BUSINESS — Richard Ashley’s plaque wasn’t moved yet due to needing to repaint the auditorium so it isn’t so bland. Michael Ivey was hired as the new Marketing Manager to replace Samuel Foster

NEW BUSINESS

- a. Motion made by Stockdale and seconded by Bolatto to approve the Dress Code Policy as presented. Motion carried by roll call. All Ayes, no Nays.
- b. Motion made by Bolatto and seconded by Stockdale to approve the Working From Home Policy. Motion carried by roll call. All Ayes, no Nays.
- c. Motion to approve the Social Media and Communications Policy made by Stockdale and seconded by Price. Motion carried by roll call. All Ayes, no Nays.
- d. Motion to approve the 1-year renewal of the hotspot agreement with the Braidwood Police Department made by Jones and seconded by Morrison. Motion carried by roll call. All Ayes, no Nays.
- e. Motion to approve the changes to the trustee by-laws is tabled until the January 2024 meeting due to further discussion on a vacation as a reason to attended meetings remotely and checking on reasons, if any, that a board can remove a trustee.
- f. Motion to approve the Marketing and Communication Manager job description made by Jones and seconded by Bolatto. Motion carried by roll call. All Ayes, no Nays.
- g. **CLOSED SESSION**. Applicable Statutory Section: 5ILCS 120/Section 2 (c) (1) The appointment, employment compensation, discipline, performance or dismissal of specific employees of the pubic body or legal counsel, including hearing testimony on a complaint lodged against an employee or against legal counsel to determine its validity. Motion made by Stockdale, seconded by Jones to enter closed meeting at 6:38 pm to discuss the appointment of the new Trustee to replace Susan Trimby. Roll call taken. All ayes, no nays.
- h. **RECONVENE OPEN MEETING** — A motion was made by Stockdale and seconded by Jones to reconvene the open meeting at 7:36pm. Roll Call taken. All ayes, no nays.

- i. Motion made by Price, seconded by Stockdale to appoint Lori Grant to fill the trustee position for the Fossil Ridge Public Library District.
- j. Motion made by Jones to accept the Audit Report as presented. Seconded by Bolatto. Motion carried by roll call. All Ayes, no Nays.

OTHER BUSINESS – none

ANNOUNCEMENTS

- a. Thanksgiving Eve – Library is closing at 4:00 pm, Wednesday November 22, 2023.
- b. Thanksgiving Day – Library is closed, Thursday, November 23, 2023, and also closed on Friday, November 24, 2023,
- c. Staff In-Service Day/Holiday Gathering – Library is closed, Tuesday, December 12, 2023.
- d. “In lieu of” Christmas Eve – Library is closed, Monday, December 25, 2023.
- e. “In lieu of” Christmas Day – Library is closed, Tuesday, December 26, 2023.
- f. “In lieu of” New Year’s Eve – Library is closed, Monday, January 1, 2024.
- g. “In lieu of” New Year’s Day – Library is closed, Tuesday, January 2, 2024.
- h. Regular Board Meeting – Monday, January 15, 2024 at 6:00 pm.

TRUSTEE COMMENTS – LuAnn Bolatto wanted to know what our rental policy is regarding people renting our rooms if it is believed that the reason of their renting it is not ethical to some in the community. Rene will further investigate the policy and application process.

ADJOURNMENT – Stockdale made a motion to adjourn the meeting at 8:17 pm. Seconded by Jones. All were in favor.

Recording Secretary – Tammy M. Smith

X _____
Secretary

X _____
Date of Approval