REDICK PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES REGULAR MEETING MINUTES  
MONDAY, JUNE 14, 2021

I. CALL TO ORDER: The meeting was called to order at 6:00 p.m. by Board President Neil Reinhardt. 
PRESENT: Mary Jo Farrell, Daniel Heaver, Amy Novario, Allison Hertzner, Jameson Campagne, and Neil Reinhardt.  
ABSENT: None.  
STAFF PRESENT: Molly DeBernardi, Library Director; Lisa Katrein, Publicity & Outreach Coordinator. 
VISITORS: There were no visitors.

II. CHANGES TO AGENDA: The Board moved Unfinished Business #1 (Trustee appointment to fill board vacancy) to the end of the agenda and tabled New Business #3 (Library Director annual evaluation) until later this summer.

III. SECRETARY’S REPORT: The Secretary’s Report for the Reddick Public Library District Board of Trustees Regular Meeting on Monday, May 10, 2021, was reviewed. Motion by Amy Novario, 2nd by Allison Hertzner to accept the Secretary’s Report for the Reddick Public Library District Board of Trustees Regular Meeting on Monday, May 10, 2021, as written. Five ayes. No nays. One abstained. Motion carried.

IV. APPEARANCES: There were no appearances.

V. CORRESPONDENCE: The Board received the following correspondence: 
1. Workers Compensation audit results and notification of $338.00 refund to be issued by check to Reddick Public Library District from IIP Insurance/Accident Fund Insurance Company. All board members received a copy in their print and electronic board packets.
2. Final Tax Extension Summary for Reddick Public Library District for Tax Year 2020 from the LaSalle County Clerk. All board members received a copy in their print and electronic board packets.

VI. FINANCIAL REPORT: The May 2021 Disbursements and May 31, 2021 Financial Reports were reviewed and discussed. Molly reported that a Special Reserve CD reached maturity on 5/6/2021; all funds totaling $80,933.70 were deposited into the General Fund checking account on 5/6/2021 to pay back a portion of the amount still owed for the construction loan payoff in 2020. The remaining balance owed to the General Fund for the loan payoff totals $53,024.51, and will be paid back when the next Special Reserve CD reaches maturity on 6/5/2021. General Fund 4 CD reached maturity on 5/14/2021; all funds totaling $359,530.69 were deposited into General Fund Checking Account on 5/14/2021. Updated CD maturation spreadsheets were included in the print and electronic board packets. Discussion followed. Motion by Mary Jo Farrell, 2nd by Daniel Heaver to approve the May 2021 Disbursements, and to accept the May 31, 2021 Financial Reports and place the reports on file for audit. Roll call vote as follows: Jameson Campagne, aye. Amy Novario, aye. Mary Jo Farrell, aye. Daniel Heaver, aye. Allison Hertzner, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

VII. LIBRARY DIRECTOR’S REPORT: 
1. A written report was provided to all board members that included the following attachments: 
   a) June 2021 Youth Events Calendar. 
   b) June 2021 Adult Events Brochure. 
   c) Updated Library Trustee Contact Sheet.
2. Reddick Library will be co-hosting a virtual book talk with New York Times Bestselling author Kate Moore in partnership with LaSalle Public Library and Prairie Fox Books on 6/26/2021.
3. The 2021 Summer Reading Program for all ages continues through 7/30/2021.
4. With the transition to Phase 5 in the State of Illinois, and in alignment with updated guidance from the CDC and IDPH, patrons who are fully vaccinated will no longer be required to wear a mask/face covering while visiting the library.
5. Construction on the parking lot project was halted by the City of Ottawa on 6/9/2021 due to a permit issue. The Library’s construction manager has maintained ongoing communication with the City to resolve the issue. A fine of $250.00 was issued by the City of Ottawa, and has been paid in full by Vissering Construction Company. Construction on the parking lot project will resume on 6/15/2021.
VIII. COMMITTEE REPORTS:
1. Finance Committee: No committee report.
2. Personnel Committee: No committee report.
3. Building and Grounds Committee: No committee report.
4. Library Services and Policies Committee: No committee report.

IX. UNFINISHED BUSINESS:
1. Trustee appointment to fill board vacancy: Motion by Allison Hertzner, 2nd by Mary Jo Farrell to adjourn to Executive Session at 6:57 p.m. per Section 2(e)(3) of the Open Meetings Act for the purpose of discussing the “selection of a person to fill a public office.” Roll call vote as follows: Jameson Campagne, aye. Amy Novario, aye. Mary Jo Farrell, aye. Daniel Heaver, aye. Allison Hertzner, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried. Motion by Jameson Campagne, 2nd by Mary Jo Farrell to exit Executive Session at 7:10 p.m. Roll vote as follows: Jameson Campagne, aye. Amy Novario, aye. Mary Jo Farrell, aye. Daniel Heaver, aye. Allison Hertzner, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried. No action was taken.

X. NEW BUSINESS:
1. Approve FY2022 working budget: A copy of the proposed FY2022 working budget was sent electronically to all board members. Molly provided a detailed overview of the differences between FY2021 and FY2022 revenue and expenditure lines. Discussion followed. Motion by Mary Jo Farrell, 2nd by Jameson Campagne to approve the FY2022 working budget as presented. Roll call vote as follows: Jameson Campagne, aye. Amy Novario, aye. Mary Jo Farrell, aye. Daniel Heaver, aye. Allison Hertzner, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

2. Approve transfer of interest from Working Cash to General Fund: Molly noted that the interest earned on monies in Working Cash accounts will total $11,404.07. Motion by Amy Novario, 2nd by Daniel Heaver to approve the transfer of interest earned on monies in Working Cash accounts as of June 30, 2021, to the General Fund. Roll call vote as follows: Jameson Campagne, aye. Amy Novario, aye. Mary Jo Farrell, aye. Daniel Heaver, aye. Allison Hertzner, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

3. Library Director annual evaluation: Tabled.

XI. Motion by Mary Jo Farrell, 2nd by Daniel Heaver to adjourn the meeting at 7:14 p.m. All ayes. No nays. Motion carried.

XII. The next regular meeting of the Reddick Public Library District Board of Trustees will be held on Monday, July 12, 2021, at 6:00 p.m.

Respectfully Submitted,

[Signature]
Board of Trustees Secretary pro tem

Lisa Katrein, Recording Secretary