

Williamsfield Public Library District Board of Trustees Meeting

Minutes of Meeting Held Monday, June 26, 2023

I. Call to Order – Attendance

The regular meeting of the Williamsfield Public Library Board of Trustees was called to order by Board Secretary, Jana Kutkat, at 6:30 pm. In attendance were: Trustees Laura Gibbs, Myrl Gray, Abigail Gruber and Jana Kutkat. Also in attendance was Library Director Kelly Goodin. Director Goodin served as recorder for Secretary Kutkat. Waiting to join the meeting remotely were Trustees Eric Bell and Robert Haugland.

II. Absent Trustee Requests to Attend Remotely - Pursuant to 5 ILCS 120/7(a)(2), Trustee Bell requested to join the meeting via video conference due to his current summer employment out of state and Trustee Haugland requested to join the meeting via video conference due to illness. Motion to approve Trustee Bell and Trustee Haugland's requests by Trustee Gray and seconded by Trustee Gibbs. All in favor. Motion carried. [1]

III. Public Comment – Correspondence There was no public comment or correspondence.

IV. Consent Agenda Motion to approve the Consent Agenda with corrections to Trustee Gruber's name in May minutes made by Trustee Gibbs and seconded by Trustee Gray. All in favor. Motion carried. [2]

V. Director's Oral Report

Director Goodin reported on Summer Programming, the Per Capita Grant for FY 23-24 being awarded in the amount of \$3,097.50, and "The first-in-the-nation legislation" passed June 12, 2023 effective January 1, 2024 - Illinois Public Act 103-0100 Anti-Book Ban Law.

VI. Committees & Liaisons

Director Goodin shared reminders that the next Decennial Committee meeting will be held prior to September's regular meeting and that policy revisions will be shared to the Google Drive for discussion and approval at the July 24, 2023 regular meeting of the Board.
No other Committee or Liaison reports were given.

VII. Unfinished Business

The trustee vacancy declared April 24, 2023 is tabled until further candidates can be contacted. Trustees are currently completing OMA training and filing certificates with Director Goodin. On a motion by Trustee Gray and seconded by Trustee Haugland Director Goodin and President Bell are appointed FOIA officers. [3]

VIII. New Business

Director Goodin shared end of year projections for FY 22-23 Budget.

On a motion by Trustee Gibbs and seconded by Trustee Gruber the budgeted transfer of \$25,000 from the Corporate Fund to the Special Fund passed by Roll Call Vote: Trustee Bell -aye; Trustee Gibbs -aye; Trustee Gray -aye; Trustee Gruber -aye; Trustee Haugland -aye; Trustee Kutkat -aye. [4]

FY 23-24 Holiday Ordinance 2023-01 was approved unanimously on a motion made by Trustee Gibbs and seconded by Trustee Gray. [5]

FY 23-24 Non-Resident Ordinance 2023-02 was approved unanimously on a motion made by Trustee Gray and seconded by Trustee Gibbs. [6]

FY 23-24 Ethics Ordinance 2023-03 was approved unanimously on a motion made by Trustee Gruber and seconded by Trustee Gibbs. [7]

Director Goodin reported on preliminary FY23-24 Budget projections with an anticipated Tax Levy of \$171,100.

- IX. Executive Session** Motion by Trustee Bell at 6:51 p.m. to leave regular session and convene to executive session for the purpose of preparing the Head Librarian contract with Director Goodin, seconded by Trustee Gray passed unanimously by roll call vote. [8]

At 7:03 p.m. a motion by Trustee Bell and seconded by Trustee Gibbs to adjourn the executive session and reconvene in regular session. All in favor. Motion carried. [9]

X. Final action taken as a result of Executive Session

A motion by Trustee Bell and seconded by Trustee Gruber to approve the payout of hourly PTO for Lacey Williams prior to entering into salaried contract passed unanimously by Roll Call Vote: Trustee Bell -aye; Trustee Gibbs - aye; Trustee Gray - aye; Trustee Gruber - aye; Trustee Haugland - aye; Trustee Kutkat - aye. [10]

A motion by Trustee Gruber and seconded by Trustee Bell to approve the new three year Head Librarian Employment Contract as presented and commencing July 1, 2023 for Lacey Williams passed unanimously by Roll Call Vote: Trustee Bell -aye; Trustee Gibbs - aye; Trustee Gray - aye; Trustee Gruber - aye; Trustee Haugland - aye; Trustee Kutkat - aye. [11]

- X. Adjournment** At 7:06 p.m. a motion to adjourn by Trustee Bell and seconded by Trustee Gray. All in favor. Motion carried. [12]



Respectfully submitted by Jana Kutkat, Secretary of the Williamsfield Public Library Board of Trustees