

Williamsfield Public Library District Board of Trustees Meeting

Regular Meeting Minutes

Monday, August 26, 2024 – 6:30 pm
Williamsfield Public Library
407 Norman Drive, Williamsfield, IL 61489

I. Call to Order – Attendance

The regular meeting of the Williamsfield Public Library District Board of Trustees was called to order by President Bell at 6:30 p.m. on August 26, 2024, in the R. C. Norman Community Room of the library at 407 Norman Dr. Williamsfield, IL 61489.

Trustees Present: Eric Bell, Robert Haugland, Jana Kutkat, Ashley Little, and Courtney Newell

Trustee(s) Absent: Laura Gibbs and Abby Ott Gruber.

Trustee Gruber arrived and joined the meeting at 6:42 p.m.

Staff Present: Director, Kelly Goodin

Visitors Present: None

II. Request(s) to Attend Remotely – None

III. Public Comment – Correspondence – None

IV. Consent Agenda: May 2024 and June 2024 documents were presented for approval.

The Consent Agenda was approved on a motion by Trustee Haugland; seconded by Trustee Little. All in favor. Motion carried. [1]

V. Director's Oral Report: Director Goodin reported on Current Events and Programs, Building Maintenance Projects, Rural Director Meetings held @ WPLD, and water testing being conducted on behalf of the Village of Williamsfield.

VI. Committee Reminders, Reports, Recommendations, and Action – None

VII. Unfinished Business:

- a. The first session of WPLD's Trustee Workshop is scheduled to be held on October 28, 2024 at 6:00 p.m. prior to the regular meeting of the Board of Trustees scheduled for 6:30 p.m.
- b. Williamsfield Schools/Knox County Emergency Management Agency Mutual Aid Agreement - No new news on the Emergency Management Agreement.

VIII. New Business:

- a. Director Goodin presented information on the End of FY 23-24/Beginning of FY 24-25 finances with FY 23-24 Budget Summary and FY 24-25 Operating Budget Projection Reports
- b. Director Goodin presented information pertaining to public availability of the Draft FY 24-25 Budget Ordinance 2024-04 from August 22, 2024 through September 23, 2024. The Budget Hearing will be held @ 6:15 p.m. on September 23, 2024 with Budget adoption to take place at the regular meeting that same evening.
- c. Director Goodin made 2025 Consolidated Election packets available with reminders to anyone who intends to appear on the ballot that petitions need to be notarized and filed at the library between November 12 – 18, 2024.

- d. On a motion by Trustee Little; seconded by Trustee Gruber, the FY 24-25 Professional Services Contract Renewals were put to a roll call vote and approved as follows:

Attorney – Whitney & Potts

Legal Publication – Knoxville Bulletin

Accounting – Bluckner & Kneer

Insurance – Stevens Campbell

Roll call vote: Ayes: Trustees Bell, Gruber, Haugland, Kutkat, Little, Newell

Nays: none Absent: Trustee Gibbs

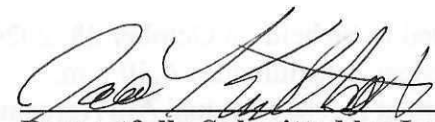

Motion carried. [2]

- e. A Certification of Trustee Membership to be filed with the State Library was reviewed.
- f. President Bell appointed himself and Trustee Haugland to complete the FY23-24 Secretary's Audit by September 30, 2024.
- g. The 2024 Winterfest date was discussed. Director Goodin will look into the possibility of moving the event from the second Saturday in December (12/14) to either the first Saturday (12/7) or to the same weekend as the Lighting of the Park (11/30?).

IX. Executive Session – None

X. Final action taken as a result of Executive Session None

XI. Adjournment – At 7:24 p.m. a motion to adjourn by Trustee Haugland and seconded by Trustee Little. All in favor. Motion carried. [3]


9-23-24
Respectfully Submitted by Jana Kutkat, Secretary 

The next regular meeting of the Williamsfield Public Library District Board of Trustees is September 23, 2024 at 6:30 p.m. following the 6:15 p.m. Budget Hearing.