

Williamsfield Public Library District Board of Trustees
REGULAR MEETING
Monday, October 23, 2023 – 6:30 pm
MINUTES

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 October 23, 2023, in the R. C. Norman Community Room of the library at 407 Norman Dr. Williamsfield, IL 61489.

Trustees Present: Eric Bell, Laura Gibbs, Abigail Ott Gruber, Robert Haugland, and Jana Kutkat

Trustees Absent: None

Staff Present: Director, Kelly Goodin

Visitors Present: Ashley Little

II. Trustee Request(s) to Attend Remotely Pursuant to 5ILCS 120/7(a)(2) - None

III. Public Comment – Correspondence - None

IV. Consent Agenda: September 2023 Documents for approval

Motion to approve September 2023 Documents by Trustee Haugland and seconded by Trustee Kutkat. All in favor. Motion carried. [1]

V. Director’s Oral Report: Current Events and Program Updates

Director Goodin reported on Current Events and Programs, Library statistics continue to increase, and Library Hours during the Lighting of the Park and the Annual Holiday Open House on November 25th.

VI. Committee & Liaison Reminders, Reports, Recommendations, and Actions

- a. The Decennial Committee Meetings were held on – Meeting #1 06/05/23; Meeting #2 10/23/23; Meeting #3 is scheduled for Wednesday, November 29th at 6:30 pm.
- b. Winterfest – Notes from the second Winterfest Planning Meeting were shared. Winterfest is planned for Saturday, December 9, 2023 from 5:30-8:00 pm.
- c. Personnel Chair Kutkat and Director Goodin will meet on November 10th at 12:00 pm.
- d. Motion by Trustee Gibbs and seconded by Trustee Haugland to approve Director Goodin’s use of vacation time as presented. All in favor. Motion carried. [2]

VII. Unfinished Business:

- a. Trustee Vacancies – President Bell called for a motion to approve the appointment of Ashley Little to the Board of Trustees. Motion by Trustee Ott Gruber and seconded by Trustee Gibbs. All in favor. Motion carried. [3]
- b. Trustee Trainings - Director Goodin provided reminders regarding completion of Trustee Trainings.

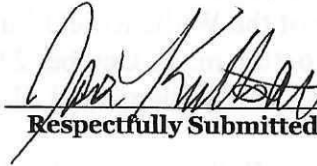
VIII. New Business:

- a. The 2023 Tax Levy Draft is not yet available for review. Once received from Potts’ office, it will need to be reviewed for approval at the November meeting.
- b. A Policy Review Plan was handed out with a timeline for section by section review by Trustees.

IX. Executive Session - none

X. Final action taken as a result of Executive Session - none

XI. Adjournment - At 7:10 pm a motion to adjourn by Trustee Little and seconded by Trustee Ott Gruber. All in favor. Motion carried. [4]



Respectfully Submitted by Jana Kutkat, Secretary

The next regular meeting of the Williamsfield Public Library District Board of Trustees will be held Monday, November 27, 2023 in the Ralph C. Norman Community Room at 6:30 p.m.