

**Havana Public Library District
Board of Trustees Regular Meeting
Thursday, August 8, 2024, at 4:00 p.m.
Library Annex at 118 S. Plum**

- I. **Call to Order** – Mark McGrew called the meeting to order at 4:07 p.m.
- II. **Roll Call** – Trustee’s Mary Layton, Mark McGrew, Mary Ellen Simpson, Rhonda Riley, Kate Hurley and Roberta Little. Business Administrator, Marty Balbinot and Library Director, Vanessa Hall-Bennett. Guest- Brittany Holtman
- III. **President’s Report** – None
- IV. **Secretary’s Report:**
 - a. Mary Ellen Simpson made a motion to approve the July 11, 2024, minutes as printed, seconded by Roberta Little, passed unanimously.
- V. **Correspondence, communications, and public comment**
 - a. Letter from Summer Brown regarding the bi-annual meeting for Local Elected Officials on September 4,2024 at 10:00 a.m.
- VI. **Treasurer’s Report**
 - a. Monthly budget report and review of bills payable for July 2024 were presented. Rhonda Riley made a motion to approve, seconded by Mary Ellen Simpson, passed unanimously.
- VII. **Librarian’s Report** – See Vanessa’s written report
 - i. Illinois State Library EBSCO databases have been made available.
 - ii. Working on the IPLAR.
 - iii. Statistics for July were reviewed.
- VIII. **Unfinished Business**
 - a. Mark McGrew reported that the new lease/rent agreement for the apartment has not been signed. The effective day on the lease is August 1st and it will be renewed annually.
 - b. Appointment of Board Secretary: Tabled
 - c. Appointment of new trustee to serve remainder of outgoing trustee term: Rhonda Riley made a motion to appoint Brittany Holtman to serve the vacancy, seconded by Mary Ellen Simpson, passed unanimously.
 - d. Appointment of OMA Officer-Tabled
 - e. Mason County Energy Transition Grant: No Updates

IX. **New Business**

- a. Collapse of Lawford Theater and its subsequent effect on the library: Currently we have unstable internet and phone service until all the lines have been repaired.
- b. 2024-2025 Budget: Need to publish a draft in the paper by August 31st.
- c. ISL Databases package from EBSCO has been made available.
- d. ILA Conference will be in Peoria on October 8th, 9th, & 10th. Cost \$325.00 per person. Vanessa will attend.
- e. 2024 Ameren symposium will attend.
- f. Library Insurance: We are changing companies. Marty has 80% of the application completed.
- g. Changes to Illinois Election Laws:
 - i. August 20, 2024 First day to circulate petitions for candidates seeking election for the 2025 Consolidated Election
 - ii. November 12, 2024 First day to file nomination petitions with the local election officials or board of election commissioner for the 2025 Consolidated Election.
 - iii. November 18, 2024 Last Day to file nomination petitions with the local election official or board of election commissioner for the 2025 Consolidated Election.
 - iv. November 25, 2024 Last day to file objections to Nomination Papers for the 2025 Consolidated Election.

X. **Public Comment** – None

XI. **Adjournment** – Rhonda Riley made a motion to adjourn, seconded by Kate Hurley. Motion carried. Adjourned at 4:44 p.m.

Mary Layton
Acting Secretary