

**Havana Public Library District
Thursday, April 11, 2024**

**Board of Trustees Meeting
4:00 p.m. Library Annex
118 S. Plum**

Agenda for Regular Board of Trustees Meeting

- I. Call to Order - by Mary Ellen Simpson @ 400pm
- II. Roll Call - Mary Layton, Kate Hurley, Rhonda Taylor Riley, Mary Ellen Simpson, Deanna Foutch, Vanessa Hall- Bennett & Amanda Zueck- Roberta Little (public)
- III. President's Report - None
- IV. Secretary's Report: approval of minutes as received or corrected
 - a. Corrected Minutes from regular meeting, February 15, 2024
Rhonda motions to approve as corrected, Deanna seconds, passed unanimously.
 - b. Closed Minutes from February 15, 2024
Rhonda motions to approve as presented, Deanna seconds, passed unanimously.
 - c. Minutes from regular meeting, March 14, 2024
Mary Layton motions to approve as presented, Rhonda seconds, passed unanimously.
- V. Correspondence, communications, and public comment
Termite damage mentioned in the report is old damage. Speed test at our library was not very good, state library spoke to cass but from cass' location it is the speed it is supposed to be but IT360 looked into it and it seems to be something in the building.
- VI. Treasurer's Report
 - a. Monthly budget report and review of bills payable March 2024
Amanda motions to pay as presented, Deanna seconds, passed unanimously.
- VII. Librarian's Report (Vanessa Hall-Bennett)
Paid Coulter Mason, got reimbursed. Decennial Meeting needs to happen, draft is being made, SH can't meet Tuesday. VHB will reach out to the community for good days when the draft is ready. No applicants from the facebook posting, will look into the cost of a paper ad.
- VIII. Unfinished Business
 - a. Ameren - completed all lighting work, needs to send them the \$2k.

- b. Adams St. Annex & Mason County Grant Funds - will soon be completely demolished. Discussed possibility of white rock, blacktop, concrete quote if there is a second round of grants.
- c. Apartment Lease/Annex Rent/Repairs - 2nd estimate is much lower than Allen's estimate. Board reviewed estimates. Board will offer the tenant the option of paid replacement lodging OR reduced rent if they find their own lodging. Deanna motions to accept Allen's bid, Amanda seconds, passed unanimously.
- d. Boiler Room - Mike Cane completed the tuckpointing in the boiler room.

IX. New Business - none

- X. Closed Session (voting on when previously approved raises will be made active)
- a. 5 ILCS 120, Section 2, (c)1: Compensation of Specific Employees
Rhonda motions to enter closed session, Deanna second, unanimously agree to enter in closed session
Amanda motions to exit closed session and return to open meeting, Deanna seconds, passed unanimously.

Board recommends that 1 employee/s raise would be retroactively effective in January, 1 raise would become effective in Fiscal Year 2024-2025 - Deanna motions for acceptance, Mary Layton seconds, passed unanimously.

XI. Public Comment - none.

- XII. Adjournment
Rhonda motions for adjournment, Deanna seconds, passed unanimously.