

**SHOREWOOD-TROY PUBLIC LIBRARY DISTRICT
BOARD MEETING
October 14, 2021**

The regular meeting of the Shorewood-Troy Public Library Board of Trustees was called to order by the President, Thomas Novinski, at 7:00 p.m. on October 14, 2021. The meeting took place in Meeting Room A of the Library. Social distancing was observed.

ROLL CALL:

TRUSTEES PRESENT:

- | | |
|--------------------|------------------|
| 1. Thomas Novinski | 4. Tracy Caswell |
| 2. Karen Voitik | 5. Bob Stahl |
| 3. Vito Schultz | 6. Amy Chellino |

ABSENT: Phil Besler

STAFF PRESENT:

Jennie Mills, Director
Shalyn Rodriguez, Assistant Director
Cindy Norman, Finance Clerk

VISITORS PRESENT: Joe Martin (Brian Zabel and Associates)
Bret Mitchell (Ethos Workshop)

CHANGES/ADDITIONS TO AGENDA: NONE

APPROVAL OF MINUTES:

Karen Voitik moved that the minutes of the regular meeting on September 9, 2021 be approved. Vito Schultz seconded the motion, and it was passed with all present voting yes.

COMMENTS FROM THE PUBLIC: NONE

TREASURER'S REPORT:

Cash on Hand Beginning of September 2021	\$594,327.55
Cash received during September 2021	\$181,520.49
Disbursements	<u>(101,788.16)</u>
Cash on Hand End of September 2021	\$674,059.88

Location and Denomination of Cash

Petty Cash	\$ 300.00
General Fund Checking – Chase	5,117.50
Money Market Fund – Chase	206,347.43
Money Market Fund – Shorewood Bank & Trust	358,970.77
Payroll Account – Chase	3,196.96
PMA Financial CD80197	<u>100,127.22</u>
TOTAL	\$674,059.88

APPROVAL AND PAYMENT OF BILLS:

Karen Voitik moved that the bills presented for payment be approved. Amy Chellino seconded the motion. A roll call vote was taken with all Trustees present passing the motion.

LIBRARIAN'S REPORT:

- a. Director's Report with personnel – Jennie Cisna Mills
- b. Department Heads

OLD BUSINESS: None

NEW BUSINESS:

- a. Trustees approved the TITA Notice for Levy Hearing on November 18, 2021. Voitik motioned/Schultz seconded with all members present voting yes.
- b. Trustees approved Board Meeting Dates for 2022. Caswell motioned/Schultz seconded with all members present voting yes.
- c. Trustees approved the Library Closure Dates for 2022. Stahl motioned/Voitik seconded with all members present voting yes.
- d. Trustees approved to authorize two non-carry-over floating holidays for 2022. A vote was taken with majority voting yes. Caswell dissented.
- e. Trustees Tabled Selecting Carpet for the Main Floor until they have a larger sample size to look at for a better idea of how the carpet will look when installed. Schultz motioned/Chellino seconded with all members present voting yes.
- f. Trustees approved the annual audit presented by Joe Martin of Brian Zabel and Associates. Schultz motioned/Chellino seconded with all members present voting yes.
- g. Trustees approved to authorize the Director to work on the Library Construction Act grant, due January 15. A vote was taken with majority voting yes. Caswell dissented.
- h. Trustees discussed what remodel projects should be included in the grant.
- i. Trustees authorized Bret Mitchell, of Ethos Workshop, to create bid documents for carpeting and associated work (moving stacks, etc). Stahl motioned/Schultz seconded with all members present voting yes.
- j. Trustees Tabled approving the training for the Board Retreat. The Director is going to look into Resources provided by RAILS for training. Caswell motioned/Voitik seconded with all members present voting yes.
- k. Trustees approved to post board packets on Library's web page for a period of 1 year. Schultz motioned/Voitik seconded with all members present voting yes.

ANNOUNCEMENTS:

- a. Due to Veteran's Day, the November Board Meeting will be held on November 18th
- b. Levy Hearing is November 18th at 6:30 p.m.
- c. Jennie off October 27th, Returning November 1st

Schultz motioned/Voitik seconded for the meeting to adjourn at 8:06 p.m. with all members present voting yes.

Respectfully submitted,
Cindy Norman, Finance Clerk