

Neoga District Library Board

Regular Meeting

October 24, 2023

Board members present were: Linda Page, Bill Fritcher, Jenny Ballinger, Elaine Edwards, Stacy Gresens and Barb Titus. Christy Baker, Director and Mary Ann Wilson, Bookkeeper and Rebecca Mueller were also present. Beth Craig was absent.

Meeting came to order at 7:06 PM.

*Stacy made a motion to approve the minutes from the last meeting and Barb seconded. Motion carried.

*After review of the Treasurer's Report, it was filed for audit.

*Bill made the motion to approve the payment of the bills and Elaine seconded it. All present were in favor.

*Librarian's Report was given by Christy, commenting on the activities of the past month. The FD VORIS letters have been prepared and hung. The sign for the front of the building is still being worked on.

*Money was used from the memorial fund of Scott Krueger to purchase 20 books. Money still available in the memorial fund for Scott Krueger and Lydia Fritts.

*County Office Products in Charleston has donated a used printer to the library.

*The library will be giving away bags of microwave popcorn for trick or treat night. An attached message will give the library website and a Halloween greeting.

*The Decennial Committee headed by Bill will create some charts, etc. and report to the county board. Bill presented information that he had compiled. He called to order the Decennial Committee meeting to discuss his findings of the financial report – levies, budget, etc. All members present agreed to send the reports to the county board.

*Review of Chapters of Standards For Illinois Libraries were discussed.

*Approval of the Internal Audit that Christy and Jenny conducted. Filed for audit.

*Motion was made by Bill and seconded by Linda for the Passage of the Levy. All members present were in favor.

*Library and Personnel Policy was discussed with the change being to update the "Petty Cash" for the amount to read "As Needed". Bill made the motion to accept the changes and Stacy seconded it. All in favor.

*Sexual Harassment Training information passed out to members for review and signatures.

* Electronic attendance policy discussed. Will discuss more at a later date.

*Thanksgiving Holiday hours discussed. The library will be closing at noon on Wednesday and closed Thursday, Friday and Saturday.

*The next meeting will be November 28, 2023.

Meeting was adjourned with a motion by Barb and seconded by Stacy at 8:05 pm.

Barb Titus, secretary