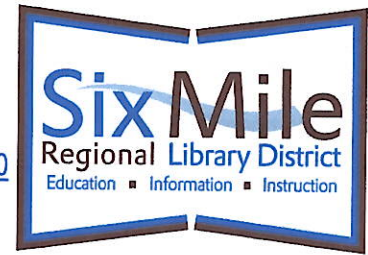


Board Meeting Minutes
January 11, 2022
Virtual Meeting in Accordance with [Public Act 101-0640](#)



The Board President has determined that an in-person meeting of all SMRLD Board members is not practical because of COVID-19. This meeting was held virtually via Zoom; with the Executive Director physically present at the Library's main facility at 2001 Delmar Avenue, Granite City, IL 62040.

Summary of Selected Motions

Agenda Item	Motion	Result
1	Call to order at 6:00 P.M.	
2	Approve the Agenda	Roll call-Approved
4	Approval of Minutes – November 9, 2021, Regular Board Meeting as presented	Roll call-Approved
5a	Accept the audit as presented for the Fiscal Year ending June 30, 2021	Roll call-Approved
5b	Approve revision of Resolution Regarding Relationships with Financial Institutions	Roll call-Approved
5c	Approve recommendation regarding the SMRLD main banking account	Roll call-Approved
5d	Approve the revision of the Fiscal Accountability and Investment of Public Funds policy	Roll call-Approved
5e	Approve Payment of Bills – November 2021 in the amount of \$166,688.55.	Roll call-Approved
5e	Approve Payment of Bills – December 2021 in the amount of \$205,636.57	
5f	Accept Financial Statements – November and December 2021	Roll call-Approved
12	Adjournment of the board meeting at 7:17 P.M.	Roll call-Approved

1. **Call to order** - President McDonnell called the meeting to order at 6:00 P.M.

Members Present:

Ms. Linda McDonnell	President
Mr. Adam Followell-Young	Secretary
Mr. Dewey Melton	Treasurer
Mr. Chris Hutchings	Trustee
Ms. Julie Willaredt	Trustee

Members Absent:

Ms. Liz Cicio	Vice President
Ms. Mary Jo Akeman	Trustee

Others Present:

Ms. Tina Hubert	Executive Director
Ms. Betsy Mahoney	Assistant Director / Johnson Road Manager
Ms. Kari Fischer	Administrative & Marketing Coordinator
Ms. Stacy Bond	Accountant
Mr. Tallin Curran	IT & Facilities Manager
Mr. Alex Hoffmann	CPA, Scheffel Boyle
Mr. Josh Anders	CPA, Scheffel Boyle

2. **Approve Agenda**

Motion: Melton Second: Hutchings

APPROVE THE AGENDA

Ms. Akeman	Absent	Ms. Cicio	Absent
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Aye		

Motion carried

3. **Public Comments** – None

4. **Approval of Minutes**

Motion: Melton Second: Followell-Young

APPROVE THE MINUTES OF THE NOVEMBER 9, 2021, REGULAR BOARD MEETING AS PRESENTED.

Ms. Akeman	Absent	Ms. Cicio	Absent
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Aye		

Motion carried

5. **Financial**

- a. **Audit Presentation** - Mr. Josh Anders, CPA Scheffel Boyle, presented an overview of the audit

Mr. Alex Hoffmann & Mr. Josh Anders left the meeting at 6:23 P.M.

Motion: Hutchings Second: Followell-Young

ACCEPT THE AUDIT AS PRESENTED FOR THE FISCAL YEAR ENDING JUNE 30, 2021

Ms. Akeman	Absent	Ms. Cicio	Absent
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Aye		

Motion carried

b. Resolution Regarding Relationships with Financial Institutions

Motion: Melton Second: Willaredt

APPROVE REVISION OF RESOLUTION REGARDING RELATIONSHIPS WITH FINANCIAL INSTITUTIONS

Ms. Akeman	Absent	Ms. Cicio	Absent
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Aye		

Motion carried

- c. Recommendation regarding main banking account** – Director Hubert and Ms. Bond recommend we move our main accounts from Regions to Royal banks, where they feel we will get better service and be able to have more online access to our account

Motion: Melton Second: Hutchings

APPROVE RECOMMENDATION REGARDING THE SMRLD MAIN BANKING ACCOUNT

Ms. Akeman	Absent	Ms. Cicio	Absent
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Aye		

Motion carried

d. Fiscal Accountability and Investment of Public Funds Policy revision

Motion: Hutchings Second: Followell-Young

APPROVE THE REVISION OF THE FISCAL ACCOUNTABILITY AND INVESTMENT OF PUBLIC FUNDS POLICY

Ms. Akeman	Absent	Ms. Cicio	Absent
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Aye		

Motion carried

e. Approve Payment of Bills

Motion: Melton Second: Followell-Young

APPROVE THE INVOICES FOR PAYMENT AS PRESENTED: NOVEMBER 2021 IN THE AMOUNT OF \$166,688.55.

Roll Call:

Ms. Akeman	Absent	Ms. Cicio	Absent
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Aye		

Motion carried

Motion: Hutchings Second: Followell-Young

APPROVE THE INVOICES FOR PAYMENT AS PRESENTED: DECEMBER 2021 IN THE AMOUNT OF \$205,636.57.

Roll Call:

Ms. Akeman	Absent	Ms. Cicio	Absent
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Aye		

Motion carried

f. Approve Financial Statements

Motion: Melton Second: Followell-Young

ACCEPT THE FINANCIAL STATEMENTS FOR NOVEMBER AND DECEMBER 2021 AS PRESENTED

Roll Call:

Ms. Akeman	Absent	Ms. Cicio	Absent
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Aye		

Motion carried.

6. Correspondence – Tabled for February Meeting

7. Director's Report

- A social work intern from SIUE graduate program, Sydnie Vahling, started this morning. She'll be at the library around 10 hours a week through August and will work from the Research Office at Delmar Ave.
- All in-person group events have been paused at the Library for January; we are hopeful that events can resume in February
- It is our intent for the library to remain open but if either or both libraries have to close due to staffing shortages, we intend to at the very least provide curbside service, and possibly appointments
- Met with the managers to identify who will make certain decisions while I am out (Wednesday/tomorrow Jan 12-24; coming back to work on Tuesday, Jan. 25).
 - If weather-related, Tallin will make the decision
 - Minimum staffing levels at either library – the assistant director/manager for that location – we discussed the absolute minimum number of staff needed to stay open
 - Betsy will deal with any staff COVID related exposures procedures
- The story walk materials have been delivered to the park district, because of staffing shortages at the Park District and the frozen ground, we are looking at March for installation.
- Many of the materials for the job seekers grant have been ordered. We have contracted with Juliette Douglas to be our project coordinator – she has vast experience in this sector and can cultivate wonderful relationships for us.
- Began pulling together the estimates of costs for reinstating bookmobile service.

8. New Business

- a. **Per Capita Grant application** – Director Hubert shared the application and financial report, originally due January 15 (now extended to February 15), which will be submitted following the board meeting.

9. Unfinished Business - None

10. Reports

- a. Friends of the Library – None

11. Board Orientation

- a. PLA conference Portland, OR March 22-25, 2022 in-person or virtual – if interested the Board was asked to let Ms. Fischer know as soon as possible
- b. ILA Legislative Meet up Monday, February 14, 10-11 AM via Zoom – if interested the Board was asked to register themselves via the email sent by Director Hubert


12. Adjournment

Motion: Melton Second: Followell-Young

THAT THE MEETING BE ADJOURNED AT 7:17 P.M.

Ms. Akeman	Absent	Ms. Cicio	Absent
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Aye		

Motion carried

X 
Linda McDonnell
Board of Trustees President

X 
Adam Followell-Young
Board of Trustees Secretary

