



Marengo-Union Library District Board Meeting

Date: August 22, 2023

Time: 7:30pm

Location: Marengo-Union Library, 19714 E. Grant Highway, Marengo, IL

Call to Order

The meeting was called to order by Desiree Sierens at 7:30pm

Roll Call

Trustees Present:	Judi Alden, Tom Schermerhorn, David Martin, Desiree Sierens, Paul Garcia & Shari Kagan(late 7:33)
Trustees Absent:	Jay Filler
Staff Present:	Sondra Terry
Public Present:	Madie Medina & James Condon

Additional Agenda Items

None.

Approval of Minutes

A motion was made to approve the July 25, 2023 Board Meeting Minutes.

Moved by Judi, 2nd by Tom

Yes: Judi Alden, David Martin, Jay Filler, Tom Schermerhorn Desiree Sierens, & Shari Kagan

Abstain: Paul Garcia

Absent: Jay Filler & Shari Kagan

Public Forum

None

Financial Report

A motion was made to approve the Financial Report.

Moved by Dave, 2nd by Tom

Yes: Judi Alden, Tom Schermerhorn, David Martin, Desiree Sierens,
Paul Garcia & Shari Kagan

Absent: Jay Filler

Vendor's list and new Vendors

A motion was made to approve Archive Social as a new vendor.

Moved by Paul, 2nd by Judi

Yes: Judi Alden, Tom Schermerhorn, David Martin, Desiree Sierens,
Paul Garcia & Shari Kagan

Absent: Jay Filler

Communications

Sondra gave an update on the Fire Department Inspection. The Library has resolved all concerns and the inspection is now approved and complete.

Library Director's Report

The Marengo Union Library was featured in McHenry Life. This featured the Library positively and was shared on our Facebook page.

The annual Illinois Library Association Conference takes place in October. Sondra plans on attending at this time.

The Library has a number of outdated materials available for disposal. The library will offer these items to the public and recycle any items that remain.

Sondra touched base on the new vendor Archive Social. This company provides digital archiving of social media pages, like Facebook, Instagram, and TikTok and is necessary in order to comply with record retention laws.

The blower motor in the HVAC system broke down. Hartwig was able to come out and replace the motor.

The parking lot lights are all good to go for the upcoming fall season.

The youth department has been doing a fantastic job of cleaning out and organizing all their supplies. Larger items have been set out for patrons to take. A Year End Craft Supply giveaway is planned in December for any remaining supplies.

Sondra has compiled the statistics for the IPLAR report to be officially submitted by September 26.

Standing Committee Reports

None.

Old and New Business

James Condon, an engineer from J. Condon & Associates Inc. attended the meeting to discuss the potential updates for the parking lot and street entrance. The board will meet in September to create a priority design list and will meet again with Mr. Condon in the future. The Board plans to meet with an architect in the future to discuss any updates or changes to the building itself.

There was a motion to approve the quote from Carmichael Construction for the replacement of the emergency doors.

Moved by Judi, 2nd by Shari

Yes: Judi Alden, Tom Schermerhorn, David Martin, Desiree Sierens, Paul Garcia & Shari Kagan

Absent: Jay Filler

Shari Kagan & Judi Alden approved and signed the Secretary's Audit for the 2022-2023 fiscal year.

David Martin approved and signed the 2022-2023 itemized statement of receipts and expenditures.

A motion was made to dispose of Library items reviewed in the Directors Report.

Moved by Judi, 2nd by Paul

Yes: Judi Alden, Tom Schermerhorn, David Martin, Desiree Sierens, Paul Garcia & Shari Kagan

Absent: Jay Filler

A motion was made to approve the Archive Social contract.

Moved by Shari, 2nd by Paul

Yes: Judi Alden, Tom Schermerhorn, David Martin, Desiree Sierens, Paul Garcia & Shari Kagan

Absent: Jay Filler

Executive Session: None.

Adjournment : The meeting was adjourned by Desiree Sierens at 8:11pm

Respectfully submitted,

Madie Medina

Administrative Assistant