****

**Marengo-Union Library District Board Meeting**

Date: May 23, 2024

Time: 7:30pm

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

**Call to Order**

The meeting was called to order by Jay Filler at 7:30pm

**Roll Call**

|  |  |
| --- | --- |
| Trustees Present: | Desiree Sierens, Tom Schermerhorn, Judi Alden, Shari Kagan, Jay Filler, David Martin, Paul Garcia |
| Trustees Absent: | None |
| Staff Present: | Sondra Terry, Kailey Sachs |
| Public Present: | Michael Caldwell |

**Additional Agenda Items**

None

**Approval of Minutes**

A motion was made to approve the April 23, 2024 Board Meeting Minutes.

Moved by Desiree, 2nd by Judi

*Yes:*  Shari Kagan, Tom Schermerhorn, Desiree Sierens, Judi Alden, Paul Garcia, David Martin, Jay Filler

*Absent:*None

**Public Forum**

Michael Caldwell of Caldwell Engineering, LTD spoke with the board regarding updates to the parking lot and outside lighting. Mr. Caldwell addressed the wish list that was provided to him by the Library. He was able to give a fee estimate ranging between $13,000-$14,000. Project is expected to take several weeks. A state permit for work will need to be obtained. The library will reach out to the owner of Joe’s place to discuss shared property.

* Expansion of entranceway – Entranceway is currently at maximum width.
* Addition of turn lanes – Installment of turn lanes is currently prohibitive due to expense and project delays in Illinois.
* Evaluation of asphalt versus concrete for parking lot repair. Pavement cores of the current lot will be taken for the engineer to provide accurate quotes for each option.
* Improvement to parking lot lighting. Need to evaluate current lighting and future needs.
* Addition of car port versus extended awning. Extended awning appears to be the better option to retain parking in the front of building.
* Replacement of static sign with an electric sign and building signage. Director will reach out for quotes.

**Financial Report**

A motion was made to approve the Financial Report.

Moved by David, 2nd by Tom

*Yes:*  Shari Kagan, Tom Schermerhorn, Desiree Sierens, Judi Alden, Jay Filler, David Martin, Paul Garcia

*Absent:* None

**Vendor’s list and new Vendors**

A motion was made to approve the vendor’s list, and new vendors:

Library Ideas, LLC

Eva Nowak.

Moved by Desiree, 2nd by Paul

*Yes:*  Shari Kagan, Tom Schermerhorn, Desiree Sierens, Judi Alden, Jay Filler, David Martin, Paul Garcia

*Absent:* None

**Communications**

Jay spoke with Sebert. They are willing to help with new lot maintenance. The library will arrange garbage clean up in the area. A suggestion was made to ask for volunteers and/or reach out to Scouts. Sondra requested that, if possible, Sebert remove the few bushes in front of the side patio to facilitate access. The Library will plan to install a plaque recognizing Sebert’s contributions to the landscaping over the past 10 years. The plaque will be dedicated at the 10th anniversary gala.

**Library Director’s Report**

* The library will be a drop off location for Operation Drop Box. This event runs throughout the month of May and collects items for local veterans of McHenry County.
* Ninety percent of staff were able to participate in this year’s in-service training. Staff asked excellent questions and improved service skills.
* Sondra informed the board of a potential issue with a patron sleeping on the couch and charging their scooter.

**Standing Committee Reports**

None

**Old and New Business**

None

**Adjournment**

The meeting was adjourned by Jay Filler at 8:21pm

Respectfully submitted,

Sondra Terry: Library Director