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**Marengo-Union Library District Board Meeting**

Date: May 28, 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 7:32pm

**Roll Call**

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

**Additional Agenda Items**

None

**Approval of Minutes**

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

Moved by Shari, 2nd by Tom

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

*Absent:*Judi Alden

**Public Forum**

None

**Financial Report**

A motion was made to approve the Financial Report.

Moved by David, 2nd by Shari

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

*Absent:* Judi Alden,

**Vendor’s list and new Vendors**

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

Educate Station, LLC (Curriculum Database)

Soil and Material Consultants, Inc. (Pavement Investigation)

Moved by Desiree, 2nd by Paul

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

*Absent:* Judi Alden

**Communications**

Paul reported that the Friends of the Library received a donation in the amount of $2,500 in the name of Nancy Thurow to be used for library programming.

**Library Director’s Report**

* The Library has received the Pavement Investigation report from Soil and Material Consultants.
* The Library of Things collection is being rolled out for circulation.
* The 10th Anniversary Gala is scheduled for Saturday, September 7th. We will be honoring Jude Schmidt, The Friends of the Library, and Sebert Landscaping at the event.
* Two of our circulation clerks have resigned due to unforeseen but positive circumstances. The Library is currently accepting applications for Adult Services, Youth Services and Library Clerk positions.
* The Director continues to attend local director’s meetings when scheduled.
* The Director attended an online course on DIY Strategic Planning for the Library, with hopes to begin planning in 2025.
* The Director is currently seeking quotes for both building and digital signage.

**Standing Committee Reports**

None

**Old and New Business**

The Board will discuss the coring results with the J. Condon at the June meeting.

The Board would like to move the scheduled combined November/December meeting from November 26 to December 3.

A motion was made to approve the annual dates with the suggested amended change.

Moved by Desiree, 2nd by Shari

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

*Absent:* Judi Alden

Sondra presented a draft of the 2024-2025 budget and discussed possibly adjustments.

* Confirmed rental of back portion of building going forward into next fiscal year.
* Increased postage to cover marketing for Gala.
* Sondra will confirm audit requirements for next fiscal year to budget appropriately.
* Increased funds to cover expected engineering fees.
* Sondra recommended four percent raises with a possible merit increase of one percent.
* Funding was increased for digital materials.
* Sondra will present a revised budget to the Board for approval at the June meeting.

A motion was made to nominate all trustees for their respective current positions.

Moved by Dave, 2nd by Shari

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

*Absent:* Judi Alden

A motion was made to approve the contract with J. Condon and Associates as the engineer for the upcoming parking lot project at the cost of $7,500.

Moved by Shari, 2nd by Paul

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

*Absent:* Judi Alden

A motion was made to approve disposal of broken hanging bag rack.

Moved by Desiree, 2nd by Shari

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

*Absent:* Judi Alden

**Adjournment**

The meeting was adjourned by Jay Filler at 8:04pm

Respectfully submitted,

Sondra Terry: Library Director