

WHITESVILLE PUBLIC LIBRARY Minutes

October 17, 2023

Present: Gay Thistle, Alicia Coleman, Karen Smith, Alice Schlichting, Honore Cress

- I. Meeting was called to order at 6:02
- II. No Public Comment
- III. Appoint Director to replace Trustee position: Gay made the motion to approve Honore Cress as Trustee (to replace Jan's position). Alice seconded it and all agreed. An oath of office was administered and notarized.
- IV. Accept Minutes for August 2023 meeting-Alice made the motion to approve the minutes and Alecia seconded it and all agreed.
- V. Director's Reports:
  - a. Discussed "Amendment Audits" and how to handle these types of requests. We discussed changes to the Freedom of Information Law policy to not list Director's specific salary but to the "Director's current salary".
  - b. Gay will donate large print books to Highland Park Senior living home as part of the "The Great Give Back"
  - c. A motion was put forth by Gay to hire Angie to take care of clearing snow from sidewalks this winter. Alice seconded it and all agreed.
  - d. No update from Girl Scouts on playground recommendations
  - e. Gay made the motion to accept the Director's Report and Alecia seconded it and all agreed.
- VI. Fundraising:
  - A. Gay will bury the time capsule on the east front corner of the Library's gardens.
  - B. Blue Jay Fundraiser- Been to about 7 houses will end this fundraiser by Halloween. Alecia and her son have been moving them.
  - C. Spring Vendor Show- Gay will ask Chris if she is interested in facilitating this event for 2024.
- VII. Financial/Budget
  - A. July, Aug and Sept 2023 reports were submitted and reviewed. Alecia made the motion to accept reports and Alice seconded it and all agreed.
  - B. A \$105 bill was paid to Hilliard Heating to repair a sensor and clean the furnace.
  - C. A preliminary budget for 2024 was presented by Karen. Discussion occurred. There is a State mandate to increase the minimum wage employee pay by 7% on Jan 1, 2024.
- VIII. Building and Maintenance
  - A. Playground Replacement Update-- no update
- IX. Policy and Procedures
  - A. Update to FOIL policy as stated above in Director's Report
  - B. Organize red notebooks- put off until another meeting
- X. Old Business-
  - A. Still do not have a letter from Caleb requesting a leave of absence. Gay will pursue.
  - B. The petition to change the Library Trustee term from 5 years to 3 years has still not been finalized. All required documents were sent to Brian at STLS.
- XI. New Business- none
- XII. A motion to adjourn the public meeting to go into an Executive session was made at 6:50 PM by Gay and seconded by Alice and all agreed.
- XIII. At 7:03 the public meeting was called to order.
- XIV. Next meeting will be Nov 22, 2023 at 6 PM. Brian Hildreth from STLS is scheduled to be present to offer a 1 hour training.
- XV. Honoree made the motion to adjourn the meeting at 7:04 PM, Alice seconded it and all agreed

