

**MINUTES of the MISSISSIPPI VALLEY LIBRARY DISTRICT
BOARD OF TRUSTEES REGULAR MEETING**

DATE: March 20, 2023

TIME: 6:30 PM

PLACE: Blum House, Collinsville

Call to Order

Mark Schusky, President, called the meeting to order at 6:30 PM.

Roll Call

Trustees present:

Mark Schusky, President

Laura Gottschalk, Vice-President

Cathy Kulupka, Trustee (arrived at 6:32 PM after public comment)

Ana Romero-Lizana, Trustee

Michael Treece, Jr., Trustee

Trustees absent:

Amanda Bender, Secretary

Marleen Suarez, Trustee

Also present:

Kyla Waltermire, Executive Director

Katie Heaton, Assistant Director

Phil Lenzini, Attorney at Law, Heyl Royster

Pledge of Allegiance

Public Input

Theresa Beck thanked the trustees for their service to the community and wished those up for election good luck.

Kulupka arrived to the meeting at 6:32 PM.

New Business

a. Draft Programming Policy

In the interest of using legal counsel's time wisely, this topic was discussed at the start of the meeting.

A draft policy was reviewed by the Board. There was considerable discussion with Lenzini, who is the MVLD's legal counsel, about the legalities of co-sponsored events. Lenzini left

the meeting after trustees exhausted their legal questions. Conversation continued about whether or not to continue allowing co-sponsored events.

Treece, Jr. moved and Gottschalk seconded to adopt the policy without reference to co-sponsorships, as well as with a clerical correction to change the second instance of the word “customer” to “patron.”

A roll call vote was taken on the motion:

Laura Gottschalk- Yes
Cathy Kulupka - Yes
Mark Schusky- Yes
Ana Romero-Lizana - Yes
Michael Treece, Jr. - Yes

Yes- 5, No – 0, Abstained – 0, Absent – 2

Motion carried.

Friends of the Library – No update.

Trustee Comment

Romero-Lizana commented on Heaton’s receipt of the St. Louis City SC’s Exceptional Neighbor Award at a home game on March 18.

Kulupka attended the Christian storytime and noted it was a lovely event. She plans to attend the Wiccan storytime on March 25.

Treece, Jr. also attended the Christian storytime and agreed it was a nice event.

Consent Items

A motion to approve Consent Items in their entirety was made by Kulupka and seconded by Treece, Jr.

a. Approval of Minutes – February 13, 2023 regular meeting minutes and closed session minutes reviewed; no discussion or modifications.

b. Administrative Reports

Executive Director:

- The Shaffner trust is moving forward slowly. Mr. Shaffner’s house needs to be sold before the process can continue.

- Interviews for the Assistant Director position started last week and continue the current week.

- The Paid Leave for Workers Act was signed into law. Waltermire will be monitoring

legal advice related to it to determine if the MVLD's current policies are compliant or if the policies need to be updated.

- Gottschalk asked for an update regarding the cleaning company. Waltermire indicated that matters have largely improved, although the Blum House had not been cleaned that day according to contract. She will be following up.

- Gottschalk asked why the library wouldn't be applying for the next Penny Severns Family Literacy Grant. The grant requires an adult literacy provider to be involved. Since SWIC announced recently that they are dropping out due to inability to meet new reporting requirements, and with the grant application being due March 15, there wasn't enough time to find another partnering agency. The MVLD remains open to future grant opportunities and will continue to work with SWIC and Puentes de Esperanza/Hoyleton in other ways.

Assistant Director:

- Heaton discussed her upcoming retirement on May 5 and that there will be a reception at the Fairmont City Library that afternoon.

- The history wall project is coming along, with plans coming together to create rotating displays.

- The Village of Fairmont City has received funding to pre-pay for wifi connectivity in four parks.

c. Finances – Finances reviewed; no discussion.

d. Committee Reports – None.

A roll call vote was taken on the motion:

Laura Gottschalk- Yes

Cathy Kulupka - Yes

Mark Schusky- Yes

Ana Romero-Lizana - Yes

Michael Treece, Jr. - Yes

Yes- 5, No – 0, Abstained – 0, Absent – 2

Motion carried.

Unfinished Business

a. COVID-19 Related Actions – No update.

b. Repairs & Updates to the Blum House - Collinsville Library Foundation

Waltermire contacted the Foundation to request an update on when repairs to the porch might begin, but has not received a response.

c. Eagle Scout Project – Memorial Bricks by Historical Museum

Waltermire spoke with Eagle Scout candidate Ryder Saak. His project was approved and is now in the fundraising stage. Saak requested permission to place a locked fundraising box in the library for this purpose. Since the project will improve library grounds, the Board gave permission by consensus.

d. Short Street Lot

The Collinsville Area Vocational Center (CAVC) determined that the lot is not conducive to their needs for the building trades program. The library will begin pursuing traditional sale options.

e. Local Government Efficiency Act: Assignment of Members of the Public Committee Members

Killian Weir of Fairmont City agreed to be one of the members of the public serving on the committee. Gottschalk agreed to do so after her term of office is completed in May.

Treece, Jr. moved and Kulupka seconded to appoint Laura Gottschalk and Killian Weir as members of the public for the Decennial Committee.

A roll call vote was taken on the motion:

Laura Gottschalk- Abstain
Cathy Kulupka - Yes
Mark Schusky- Yes
Ana Romero-Lizana - Yes
Michael Treece, Jr. - Yes

Yes- 4, No – 0, Abstained – 1, Absent – 2

Motion carried.

f. Accommodations Policy

The draft policy was slightly revised from the prior month based on feedback from an HR professional service.

Romero-Lizana moved and Gottschalk seconded to approve the policy as presented.

A roll call vote was taken on the motion:

Laura Gottschalk- Yes
Cathy Kulupka - Yes
Mark Schusky- Yes
Ana Romero-Lizana - Yes
Michael Treece, Jr. - Yes

Yes- 5, No – 0, Abstained – 0, Absent – 2

Motion carried.

New Business (continued)

b. Revisions to Social Media Policy and Alcohol Policy

In light of the discontinuation of co-sponsored events, draft revisions to these policies were presented with the removal of co-sponsor references.

Kulupka moved and Treece, Jr. seconded to approve the revisions as presented.

A roll call vote was taken on the motion:

Laura Gottschalk- Yes
Cathy Kulupka - Yes
Mark Schusky- Yes
Ana Romero-Lizana - Yes
Michael Treece, Jr. - Yes

Yes- 5, No – 0, Abstained – 0, Absent – 2

Motion carried.

c. Review of Facilities Policy in Compliance with 75 ILCS 16/30-60

The Facilities Policy was presented for review. It included a draft section adding reference to the required review under state law.

Gottschalk moved and Romero-Lizana seconded to approve the policy as presented.

A roll call vote was taken on the motion:

Laura Gottschalk- Yes
Cathy Kulupka - Yes
Mark Schusky- Yes
Ana Romero-Lizana - Yes
Michael Treece, Jr. - Yes

Yes- 5, No – 0, Abstained – 0, Absent – 2

Motion carried.

d. Resolution 23-03: Resolution to Include Compensation Paid Under an Internal Revenue

Code Section 125 Plan as IMRF Earnings

The MVL D underwent a randomized audit from IMRF to ensure compliance with wage reporting, payments, etc. While most of the audited facets were in good shape, it was noted that Section 125 plan earnings had not been appropriately withheld from earnings reported to IMRF. In order to correct this, the library either needs to retroactively refile wage earnings reports from October 2019 onward, including wage payment adjustments as needed, or the library could adopt the presented resolution to include Section 125 plan earnings in reportable wages.

There was a short discussion about which option to pursue. No one wanted to continue paying Section 125 wages moving forward, but it wasn't clear if the resolution could be reversed.

Treece, Jr. moved and Kulupka seconded to adopt the ordinance, with the caveat that it would only be enacted if the Section 125 plan wages could be excluded beginning in April 2023.

A roll call vote was taken on the motion:

Laura Gottschalk- Yes
Cathy Kulupka - Yes
Mark Schusky- Yes
Ana Romero-Lizana - Yes
Michael Treece, Jr. - Yes

Yes- 5, No – 0, Abstained – 0, Absent – 2

Motion carried.

e. Review of Closed Session Minutes

The Board reviewed the closed session minutes of February 13, 2023.

Treece, Jr. moved and Gottschalk seconded to open the minutes.

A roll call vote was taken on the motion:

Laura Gottschalk- Yes
Cathy Kulupka - Yes
Mark Schusky- Yes
Ana Romero-Lizana - Yes
Michael Treece, Jr. - Yes

Yes- 5, No – 0, Abstained – 0, Absent – 2

Motion carried.

f. Review of Serving Our Public 4.0 Chapter 5 – No discussion.

Closed Session – None.

Adjournment

A motion was made by Gottschalk and seconded by Treece, Jr. to adjourn.

A roll call vote was taken on the motion:

Laura Gottschalk- Yes
Cathy Kulupka - Yes
Mark Schusky- Yes
Ana Romero-Lizana - Yes
Michael Treece, Jr. - Yes

Yes- 5, No – 0, Abstained – 0, Absent – 2

Motion carried. The meeting adjourned 8:03 PM.