

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

DATE: April 17, 2023

TIME: 6:30 PM

PLACE: Fairmont City Library, Fairmont City, IL

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

Ana Romero-Lizana, Trustee

Marleen Suarez, Trustee

Michael Treece, Jr., Trustee

Trustees absent:

Amanda Bender, Secretary

Also present:

Kyla Waltermire, Executive Director

Katie Heaton, Assistant Director

Pledge of Allegiance

Public Input - None.

Friends of the Library

The next book sale is May 5 & 6. The Friends have offered funding to help with the Collinsville digital marquee's connectivity issue, as well as for new folding tables to replace the heavy, unwieldy folding tables.

Trustee Comment

Suarez thanked the Board for their professionalism and for the opportunity to serve, and commended Waltermire's leadership.

Consent Items

A motion to approve Consent Items in their entirety was made by Romero-Lizana and seconded by Suarez.

- a. Approval of Minutes – March 20, 2023 regular meeting minutes reviewed; no discussion or modifications.
- b. Administrative Reports
 Executive Director:
 - Preparation of the FY2024 budget is underway.
 - Waltermire reminded trustees that Statements of Economic Interest are to be filed by April 30.
 - Waltermire met with the director of the Children’s Dyslexia Center on April 12. They identified ways that they could support each other’s missions and, among other things, will be filing jointly an Illinois Reading Council literacy support grant to support the purchase of tutor materials, student materials, and family resources that support dyslexic readers.
 Assistant Director:
 - Heaton discussed preparations for her retirement on May 5.
- 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
- Marleen Suarez - Yes
- Michael Treece, Jr. - Yes

Yes- 6, No – 0, Abstained – 0, Absent – 1

Motion carried.

Unfinished Business

- a. COVID-19 Related Actions – No update.
- b. Repairs & Updates to the Blum House - Collinsville Library Foundation

 The Foundation provided photos of the porch areas to receive repairs during the spring. No word on when the work will begin, but it should be soon.
- c. Eagle Scout Project – Memorial Bricks by Historical Museum

 Waltermire shared that the donations box approved by the Board is at Collinsville’s main desk.
- d. Short Street Lot

 A sample of the publication notice to be used by the library was shared. Waltermire received the names of the realtors used by the school district for their property sales and reached out to the realtors, but has not heard back. She will be reaching out again this week.

New Business

a. Revisions to Acceptable Conduct Policy

Waltermire explained that staff have been asking for more guidance on how to approach those in violation of the library's policies and procedures. The draft provides more clarification on what steps will be taken regarding different levels of severity, in addition to clarifying the rights of amateur photographers/videographers and removing wording about adult supervision of children attending programs that is not in alignment with current practices.

Treece, Jr. 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
Marleen Suarez - Yes
Michael Treece, Jr. - Yes

Yes- 6, No – 0, Abstained – 0, Absent – 1

Motion carried.

b. Resolution 23-04: Resolution to Exclude Compensation Paid Under an Internal Revenue Code Section 125 Plan as IMRF Earnings

As discussed the prior month, this resolution would discontinue the inclusion of Section 125 plan wages as IMRF earnings effective May 1, 2023.

Kulupka moved and Gottschalk seconded to approve the resolution.

A roll call vote was taken on the motion:

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

Yes- 6, No – 0, Abstained – 0, Absent – 1

Motion carried.

c. Executive Director Employment Agreement

Treece, Jr. echoed Suarez's comments earlier in the meeting regarding Waltermire's performance, stating that it's important the Executive Director has an employment contract. The proposed contract was reviewed by the library's attorney.

Treece, Jr. moved and Suarez seconded to approve the employment agreement as presented.

A roll call vote was taken on the motion:

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

Yes- 6, No – 0, Abstained – 0, Absent – 1

Motion carried.

- d. Review of Serving Our Public 4.0 Chapter 6 – No discussion.

Closed Session – None.

Adjournment

A motion was made by Romero-Lizana 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
Marleen Suarez - Yes
Michael Treece, Jr. - Yes

Yes- 6, No – 0, Abstained – 0, Absent – 1

Motion carried. The meeting adjourned at 6:49 PM.