**FLORA PUBLIC LIBRARY BOARD MEETING**

**MONDAY, SEPTEMBER 11, 2023**

**CALL TO ORDER: President Maralee Johnson called the meeting to order at 7:30 p.m. on Monday, September 11, 2023**

**RECOGNITION OF VISITORS: None**

**PRESENT: Jon Akers, Karen Briscoe, Joe Gilliland, Maralee Johnson, Joe McCoy, Rebecca Stocke, Kari Warren, and Director Angela Garrett as well as Assistant Library Director, Tina McCormack. Absent: Robbin Dickey, Doug Mack**

**CORRESPONDENCE: None**

**APPROVAL OF MINUTES: A motion was made by Joe Gilliland to accept the minutes as presented. The motion was seconded by Jon Akers. The motion passed unanimously.**

**TREASURER’S REPORT:**

 **-Review of financial reports and bank statements.**

 **A motion to accept the treasurer’s report, as presented, was made by Rebecca Stocke and seconded by Kari Warren, and passed unanimously.**

**LIBRARY DIRECTOR’S REPORT:** Two new employees have been hired. Melanie Porter is working in the afternoon and high school senior, Mollie McKnelly is working from 5 pm to 8 pm and Saturdays. The third person we had planned to hire backed out before we could offer her the job. Both hires are working out well. Melanie had had her Polaris training and is able start working on the circulation desk. Melanie Dailey has agreed to come in on Fridays and work until 2pm. Deirdre works in the evenings and on Saturday. We haven’t ruled out hiring another part-time if this arrangement doesn’t work out. Just before this evenings meeting Mollie McKnelly turned in her notice. Working 2 jobs is interfering with her school work.

North Wayne Insurance has switched the library director’s bond from Donna to me.

Before Donna’s left, we visited all the current financial institutions and had the permissions switched from her to Tina and me. We have both been put on the lock box permissions as well.

The operating fund at Flora Bank & Trust has been closed and the $991.78 was deposited into the Flora Savings Bank operating fund.

We have received the new staff laptop and the new microfilm computer from Lazerware.

The smoke detector in the front foyer is malfunctioning. It was making a horrendous shriek on and off since Donna’s last week. She called Chad at City Hall and he diagnosed it as a cricket being made louder by the acoustics of the high ceiling. On Friday we contacted Chad again and he came to check it. This time he decided it wasn’t a cricket but the smoke detector malfunctioning. He found the correct circuit breaker and turned it off. City employees are going to come in with a lift and replace it.

We received a check from the city in the amount of $12,166.77 on Friday.

**COMMITTEE REPORTS: None**

**PAYMENT OF BILLS: A motion was made by Joe McCoy and seconded by Joe Gilliland to approve payment of the bills. The motion passed unanimously.**

**UNFINISHED BUSINESS: None**

 **NEW BUSINESS**

* **Chapters 9-11 of Serving Our Public 4.0 Standards for Illinois Public Libraries were presented. The chapters were reviewed and discussed by attending board members.**
* **Approval was given for Director Angela Garrett to purchase 3 new office chairs, at her discretion, from the bids presented at the September meeting. The motion was made by Joe Gilliland, with Jon Akers seconding, The motion carried.**

**EXECUTIVE SESSION (when needed): None**

**UPCOMING MEETINGS /EVENTS: None**

**OPEN: None**

**ADJOURNMENT: The meeting concluded at 7:33 p.m.**

**Submitted by: Karen Briscoe 09-11-23**