

**Havana Public Library District
Board of Trustees
Thursday, November 10, 2022
Board of Trustees Meeting at 4:00 p.m.
Library Annex, 118 S. Plum
Agenda for Regular Board of Trustees Meeting**

I. Call to Order – By Mark McGrew at 4:08pm

II. Roll Call – Mark McGrew, Mary Ellen Simpson, Mary Layton, Deanna Foutch, Vanessa Hall-Bennett, Amanda Zueck; Public: Kate Hurley

III. President's Report - None

IV. Secretary's Report: approval of minutes as received or corrected

a. Minutes from regular meeting, October 13, 2022 – Mary Layton motions to approve as written, Mary Ellen seconds, passed unanimously.

V. Correspondence, communications, and public comment – Sexual Harassment

Training is due again; Jan Hurley is resigning her position as Trustee, Amanda will email changes to State.

VI. Treasurer's Report

a. Monthly budget report and review of bills payable October 2022 – Amanda motions report be approved and bills paid as written, Deanna seconds, passed unanimously.

VII. Librarian's (Vanessa Hall-Bennett) report – Attended TIF meeting but they did not provide any specific detail. 2 other attendees questioned if property taxes would be raised since businesses have not been reassessed. We will begin getting whatever was withheld for 2023 Tax year in 2024.

VIII. Unfinished Business

a. Rental Property Maintenance – Stove/oven was installed! We still have not heard from anyone on estimates for shower.

b. Update on Landscaping – Path has been replaced; it is now straight and level. Sidewalk replacement could be \$4,000-\$8,000; Mark is waiting on people to get back to him with estimates/bids.

c. Ameren Small Business Energy Pilot Program – Accepted! They are in contact with contractor and units are on order; must be done before the end of the year.

d. Library Website/Streamline – Meeting did not happen, communication error.

IX. New Business

a. Review of SERVING OUR PUBLIC 4.0 for Per Capita Grant – will finish review next month.

b. Accessibility: Chairlift for first floor – Someone asked ME when she was having her petition signed, she mentioned future plans to improve access. Unfortunately, the structure does not support a chairlift and constructing the required support would be beyond our means. We do have curbside and delivery options available.

c. Estimation of Property Tax Revenue – Estimate is \$271,000; Mary Layton motions to approve estimate by Mark, Mary Ellen seconds, passed unanimously.

d. 2022-2023 Tax Levy – approved as written; Deanna motions to approve levy, Amanda seconds, passed unanimously.

e. 2023 Elections – schedule will be posted on the library door

f. 2023 Closing Dates – add Saturday the 30th for New Year's Eve Holiday; Stephanie motions dates be approved as amended, Deanna seconds, passed unanimously.

g. Foundation Book Sale – need volunteers for Saturday Nov 26th 10a-4pm; Stephanie and other trustees have lighted garland/decorations they will make available to use to decorate the annex.

X. Public Comment - none

XI. Adjournment – Mark McGrew adjourned the meeting at 4:53 p.m.