

Golden Prairie Public Library District
Board of Trustees Meeting

Wednesday, September 15, 2021
5:00 p.m.

MINUTES

- I. Call to Order
President called the meeting to order at 5:08 p.m.
- II. Roll Call
Trustees Present: Ary Anderson, Jim Russell, Patti Salch, Stephen Peterson
Stephanie Walden, Ruth Novosad

Trustees Absent: Kathy Vroman

Others Present: Amy Dunham, Jeanne Hamilton, Kathy Jeakins
- III. Introductions
There were no introductions.
- IV. Public Comments
There were no public comments.
- V. President's Report
President Novosad had no report.
- VI. Approval of Minutes
A. August 18, 2021:
Hearing no objections, the minutes were approved as distributed.
- VII. Staff Reports
A. Director's Report: Jeanne Hamilton, Library Director, shared that both Julian and Jeanne met with all the members of the City Council to ask for their support of the library expansion project. They plan to present the library expansion project with the choice of two bond amounts at the next City Council Committee of the Whole meeting. The Council will take a vote to approve the bond in November 2021.

B. Circulation and Outreach Report: Jeanne Hamilton presented the Circulation and Outreach Report. The bookmobile was off the road in order to install new stairs. Discussion was held and an update was provided on the outreach program of working with jail to teach computer skills to inmates.

C. Financial Report: Kathy Jeakins, Business Manager, provided the reports in the Board packet. The Per Capita Grand funds were received in September. The budget ordinance was published in the paper last week.
- VIII. Unfinished Business
A. Annexation Project: Ruth reported that since COVID is not subsiding any time soon, the working group's plan to visit door-to-door with properties in the GPPLD tax district had to be adjusted. Ruth has drafted a letter which is similar to letters that were sent previously. In the past, we provided homeowner's with a blank annexation form, however the legal description section is the most crucial information that needs to be correct. Ruth drafted an annexation form where the legal description will already be on the form for the

homeowners which will reduce errors and save time. Ruth has sent her draft letter and annexation form to Robert Porter for his review and buy-in. She is awaiting word from him at this time. The plan would be to mail the pre-populated legal description on the annexation form along with the letter asking the homeowners to sign, date, and notarize the form and return to Ruth in 30 days. Then Ruth would submit all the annexations to Robert for his handling at one time. Discussion was held about letterhead, envelopes, and self-addressed, stamped envelopes.

B. Marketing to Golden Prairie Patrons:

Ruth Novosad presented a final brochure to the Board for review. Discussion was held on changes that the Board would like made at this time. The plan is to go to print next week. Next step is working with the printer to determine the EDDM, (Every Door Direct Mail) maps and addresses. Ruth will reach out to Rhonda or Colleen to see if they have information regarding the postal routes. Ruth sent in the Not-For-Profit application for the United States Post Office.

C. CD Maturing at the End of September:

Stephen Peterson reported on rates for CDs. The national average for a 12-month CD is .17% and internet banks are at .65%. Stephen recommends moving the funds (\$60,421.90) from the CD that matures on September 28, 2021, to the First State Bank (on Hershey Road) into a 15-month CD at .50%. The paperwork will be minimal.

STEPHEN PETERSON MOVED, PATTI SALCH SECONDED, TO MOVE THE FUNDS FROM THE CERTIFICATE OF DEPOSIT (300320019) THAT IS MATURING ON SEPTEMBER 28, 2021, AT THE BANK OF PONTIAC AND ROLL THE ENTIRITY OF THESE FUNDS INTO A NEW 15-MONTH CERTIFICATE OF DEPOSIT AT THE FIRST STATE BANK (HERSHEY ROAD), SUBJECT TO A COMPETITIVE INTEREST RATE.

YAYS: ARY ANDERSON, JIM RUSSELL, PATTI SALCH, STEPHEN PETERSON,
STEPHANIE WALDEN, RUTH NOVOSAD

NAYS: NONE

ABSENT: KATHY VROMAN

THE MOTION CARRIED UNANIMOUSLY.

IX. New Business

A. Adopt Tax Levy Ordinance 21-02

STEPHEN PETERSON MOVED, PATTI SALCH SECONDED, TO APPROVE THE ORDINANCE 21-02 LEVYING AND ASSESSING TAX FOR GOLDEN PRAIRIE PUBLIC LIBRARY DISTRICT OF THE COUNTY OF MCLEAN STATE OF ILLINOIS FOR THE FISCAL YEAR BEGINNING THE 1st DAY OF JULY 2021 AND ENDING THE 30TH DAY OF JUNE 2022.

YAYS: ARY ANDERSON, JIM RUSSELL, PATTI SALCH, STEPHEN PETERSON,
STEPHANIE WALDEN, RUTH NOVOSAD

NAYS: NONE

ABSENT: KATHY VROMAN

THE MOTION CARRIED UNANIMOUSLY.

X. Comments from Board Trustees

Ary Anderson mentioned changing the GPPLD Meeting location on the BPL website from the William Wetzel Reading Room to the Community Room. Discussion was held on how to accomplish providing a clearer message on the location of the GPPLD meetings. Jeanne will handle this change.

Discussion was held on the handling of the CD transfer. Stephanie will deliver a letter to the Bank of Pontiac advising them that Golden Prairie will not be renewing the Certificate of Deposit #300320019. Ruth will pick up the check and meet Stephen at the First State Bank (Hershey Road) to purchase the new CD.

XI. Reminder

Next Board Meeting is October 20, 2021.

XII. Adjournment

President Novosad adjourned the meeting at 5:50 p.m.