

PEORIA HEIGHTS PUBLIC LIBRARY  
REGULAR MEETING  
September 14, 2021

The regular meeting of the Board of Trustees of the Peoria Heights Public Library was held on September 14, 2021 in the large meeting room. Tom Horstmann called the meeting to order at 4:37 p.m.

**ROLL CALL:** The following members answered the roll call: Tom Horstmann, Becci Bush, Margy Simmons, Lisa Reinholtz, Lisa Brown, Amy Peck and Patty Johnson.  
Also present: Shawn Edwards, Director.

**MINUTES:** The minutes of the regular meeting of August 2021 were approved as printed.

**PUBLIC COMMENTS:** No one from the public was present to offer comments.

**BILLS:** After examining the bills, Margy Simmons moved, seconded by Becci Bush that the bills be approved and paid. **ROLL CALL VOTE:** Ayes: Tom Horstmann, Becci Bush, Margy Simmons, Lisa Reinholtz, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried.

**AUGUST TREASURER'S REPORT**  
September 14, 2021

**HEIGHTS BANK CHECKING**

BEGINNING BALANCE July 31, 2021 .....	\$(-13,569.89)
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**INCOME**

Fees, rent, etc. ....	\$0.00
Matured CD .....	\$26,011.47
Transfer from Savings.....	90,000.00

TOTAL INCOME .....	<b>\$116,011.47</b>
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**DISBURSEMENTS**

August Salaries and Bills .....	\$78,057.90
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TOTAL DISBURSEMENTS .....	<b>\$78,057.90</b>
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<b>ENDING BALANCE August 31, 2021</b>	<b>\$(24,383.68)</b>
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**HEIGHTS BANK SAVINGS**

BEGINNING BALANCE July 31, 2021 .....	<b>\$384,886.75</b>
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**INCOME**

Richwoods Real Estate .....	\$50,393.04
Matured CD .....	26,011.47

TOTAL INCOME .....	<b>\$76,404.51</b>
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DISBURSEMENTS

Transfer to Checking ..... \$90,000.00  
Transfer for CD ..... \$26,011.47

TOTAL DISBURSEMENTS ..... \$116,011.47 **\$116,011.47**

**ENDING BALANCE August 31, 2021** **\$345,279.79**

**ILLINOIS FUNDS MONEY MARKET**

BEGINNING BALANCE July 31, 2021 **\$244,380.50**

INCOME

Interest ..... \$4.11

TOTAL INCOME ..... \$4.11 **\$4.11**

DISBURSEMENTS

..... \$0.00

TOTAL DISBURSEMENTS ..... \$0.00 **\$0.00**

**Ending Balance August 31, 2021** **\$244,384.61**

**E-PAY INVESTMENT**

BEGINNING BALANCE July 31, 2021 **\$4,198.18**

INCOME

Interest ..... \$0.04

Deposit ..... \$129.84

Total Income ..... \$129.88 **\$129.88**

**Ending Balance August 31, 2021** **\$4,328.06**

**E-PAY SETTLEMENT**

BEGINNING BALANCE July 31, 2021 **\$1,000.00**

INCOME

Deposit ..... \$140.21

TOTAL INCOME ..... \$140.21 **\$140.21**

DISBURSEMENTS

Illinois Funds ..... \$129.84

Service Charge ..... \$10.37

TOTAL DISBURSEMENTS .....	\$140.21	<b>\$140.21</b>
<b>ENDING BALANCE August 31, 2021</b>		<b>\$1,000.00</b>

**HICKORY POINT BANK MONEY MARKET**

BEGINNING BALANCE July 31, 2021		<b>\$300,099.87</b>
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INCOME

Interest .....	\$39.47	
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TOTAL INCOME .....	\$39.47	<b>\$39.47</b>
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<b>ENDING BALANCE August 31, 2021</b>		<b>\$300,139.34</b>
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TREASURER’S REPORT: The July Treasurer’s Report was submitted and discussed. Becci Bush moved, seconded by Lisa Reinholtz that the Treasurer’s Report be approved. ROLL CALL VOTE: Ayes: Tom Horstmann, Becci Bush, Margy Simmons, Lisa Reinholtz, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried.

DIRECTOR’S REPORT

Director Edwards gave the following reports:

Western Specialty Contractors performed work to re-seal and re-attach loose sections of the flat roof.

Messing Construction proposed sending workers out to inspect and seal leaks in the metal roof at a prevailing wage rate of \$112/hour. Margy Simmons moved, seconded by Becci Bush to approve repairs not to exceed \$2,500. ROLL CALL VOTE: Ayes: Tom Horstmann, Becci Bush, Margy Simmons, Lisa Reinholtz, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried.

Heart Technologies ran network cabling for the new surveillance camera system. Cameras are on backorder and will be installed when available.

The Sonitrol security system was down for an extended period in August. Sonitrol inspected the control panel and advised that an ethernet-based system needs to replace the current, phone-based panel. While the current system still works, it arms and disarms with a long delay. Since the existing panel is old and cannot be replaced, Sonitrol will contract Director Edwards regarding an upgrade to the system.

Pipco advised that parts to replace the backflow preventer are on backorder. They will contact the library to set an installation date when parts are available.

The library received payment in the amount of \$9080.10 for the FY2021 Per Capita Grant award. Part of the award will be used to assist with book purchases for the children’s collection.

A CD matured at Heights Bank on September 1, 2021. Margy Simmons moved, seconded by Becci Bush to transfer the matured funds into a 17-month CD at Heights Bank with an APY of .50. ROLL CALL VOTE: Ayes: Tom Horstmann, Becci Bush, Margy Simmons, Lisa Reinholtz, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried.

Director Edwards presented a revised Meeting Room Policy. The policy removes rental fees for use of the space, but stresses that groups must hold meetings that are free and open to the public. Director Edwards advised that the policy may not fit some groups that traditionally use the space, but he stressed that treatment of groups must be consistent and unbiased. After discussion, Lisa Brown moved, seconded by Patty Johnson to approve the revised Meeting Room Policy. ROLL CALL VOTE: Ayes: Tom Horstmann, Becci Bush, Margy Simmons, Lisa Reinholtz, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried.

Mary Anne ordered and installed a patron traffic counter at the library's main entrance. The counter provides detailed reports on foot traffic and will give Director Edwards more accurate time-based breakdowns on library usage.

The Census Bureau is providing limited information on the 2020 census. Current data indicates that the Peoria Heights population will drop from 6,156 to 5,908.

#### PRESIDENT'S REPORT

There was no president's report for September.

#### NEW BUSINESS

The next meeting will be held Tuesday, October 12, 2021 in the Local History Room.

#### PUBLIC COMMENTS

No one from the public was present to offer comments.

#### ADJOURNMENT

With no further business to discuss, Tom Horstmann adjourned the meeting at 5:55 p.m.