

PEORIA HEIGHTS PUBLIC LIBRARY  
REGULAR MEETING  
February 14, 2023

The regular meeting of the Board of Trustees of the Peoria Heights Public Library was held on February 14, 2023 in the Local History Room. Tom Horstmann called the meeting to order at 4:34 p.m.

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

MINUTES: The minutes of the regular meeting of January 2023 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 Lisa Reinholtz that the bills be approved and paid. ROLL CALL VOTE: Ayes: Tom Horstmann, Margy Simmons, Lisa Reinholtz, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried.

JANUARY TREASURER'S REPORT  
February 14, 2023

**HEIGHTS BANK CHECKING**

BEGINNING BALANCE December 31, 2022 .....	\$31,590.72
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INCOME

Transfer from Heights Savings .....	\$30,000.00
Matured CD .....	26,196.67

TOTAL INCOME .....	<b>\$56,196.67</b>
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DISBURSEMENTS

January Salaries and Bills .....	\$76,411.54
Lost check.....	+\$83.17

TOTAL DISBURSEMENTS .....	\$76,328.37
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<b>ENDING BALANCE January 31, 2023</b>	<b>\$11,459.02</b>
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**HEIGHTS BANK SAVINGS**

BEGINNING BALANCE December 31, 2022 .....	<b>\$340,703.81</b>
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INCOME

.....	\$0.00
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TOTAL INCOME .....	<b>\$0.00</b>
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DISBURSEMENTS

Transfer to Checking ..... \$30,000.00

TOTAL DISBURSEMENTS ..... \$30,000.00 **\$30,000.00**

**ENDING BALANCE January 31, 2023** **\$310,703.81**

**ILLINOIS FUNDS MONEY MARKET**

BEGINNING BALANCE December 31, 2022 **\$500,341.09**

INCOME

Interest..... \$1,817.18

Matured CD ..... \$26,196.67

TOTAL INCOME ..... \$28,013.85 **\$28,013.85**

DISBURSEMENTS

..... \$0.00

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

**Ending Balance January 31, 2023** **\$528,354.94**

**E-PAY INVESTMENT**

BEGINNING BALANCE December 31, 2022 **\$5,454.54**

INCOME

Deposit ..... \$190.21

Interest ..... \$19.86

Total Income ..... \$210.07 **\$210.07**

**Ending Balance January 31, 2023** **\$5,664.61**

**E-PAY SETTLEMENT**

BEGINNING BALANCE December 31, 2022 **1,000.00**

**\*\*Data not available for this month. Corrected report next month.\*\***

INCOME

Deposit ..... \$0.00

TOTAL INCOME ..... \$0.00 **\$0.00**

DISBURSEMENTS

Illinois Funds ..... \$0.00

Service Charge .....	\$0.00	
TOTAL DISBURSEMENTS .....	\$0.00	<b>\$0.00</b>
<b>ENDING BALANCE January 31, 2023</b>		<b>\$1,000.00</b>
<b>HICKORY POINT BANK MONEY MARKET</b>		
BEGINNING BALANCE December 31, 2022		<b>\$301,279.71</b>
INCOME		
Interest 12-30-22.....	\$264.14	
TOTAL INCOME .....	\$264.14	<b>\$264.14</b>
<b>ENDING BALANCE January 31, 2023</b>		<b>\$301,543.85</b>

TREASURER’S REPORT: The January Treasurer’s Report was submitted and discussed. Lisa Reinholtz moved, seconded by Patty Johnson that the Treasurer’s Report be approved. ROLL CALL VOTE: Ayes: Tom Horstmann, Margy Simmons, Lisa Reinholtz, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried.

DIRECTOR’S REPORT

Director Edwards gave the following reports:

Trustees discussed the FY2023-24 budget draft. Director Edwards will continue revising budget numbers before approval of the final budget in March.

Initial costs for the library’s comprehensive property insurance and employee health insurance policies were explained by Director Edwards. He requested a revision of the building policy due to the unnecessary addition of subsidence insurance and a repeat charge for transit of the Shirley Armstrong sculpture. Final costs should be available in a few weeks. The library’s agent for health insurance provided several plan options for the upcoming fiscal year. After discussion, trustees chose a plan with the same coverage currently provided for employees. Margy Simmons moved, seconded by Amy Peck to approve BCBE’s plan P5E1BCE. ROLL CALL VOTE: Ayes: Tom Horstmann, Margy Simmons, Lisa Reinholtz, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried.

Director Edwards presented a quote from The Library Store for a base unit, adder and two endcaps to expand the mobile shelves in the YA area. The additional units would be used to expand YA fiction and YA graphic novel shelving at a total cost of \$5,999.96. Amy Peck moved, seconded by Margy Simmons to approve purchase of the mobile shelving units and endcaps. ROLL CALL VOTE: Ayes: Tom Horstmann, Margy Simmons, Lisa Reinholtz, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried.

Mary Anne prepared a quote for seven new Dell computers for staff. Current units will likely be used to replace Circulation Desk units and for use as backups. After discussion, Margy moved, seconded by Amy Peck to approve purchase of the new PCs at a cost of \$6,249.25. ROLL CALL VOTE: Ayes:

Tom Horstmann, Margy Simmons, Lisa Reinholtz, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried.

The new VoiceSpring phone system was installed a couple of weeks ago. It is performing well, but a voice attendant was added to filter out an increase in spam calls.

The Peoria County Clerk recently sent trustees notice that Statements of Economic Interest are due by May 1.

Tyler Franciscovich resigned as Clerk II last week. Director Edwards is searching for a new clerk.

Director Edwards joined the Peoria Heights Arts Collaborative's board of directors recently. His first meeting as a member was last week. Discussion included a proposal by Bruce Brown to hold an Earth Day event at the library featuring the Shirley Armstrong sculpture. Planning is in the initial stages. Director Edwards will provide an update next month.

The League of Women Voters is collaborating with the library to hold a candidate forum on Wednesday, March 15 from 5:30 p.m. to 7:00 p.m in the large meeting room.

The library will be closed on Monday, February 20 in observation of Presidents Day.

#### PRESIDENT'S REPORT

Tom Horstmann reviewed the status of construction/remodeling plans and consultant delays in producing a first draft of the building program. President Horstmann also expressed interest in having the board meet with the new executor of the Habben Estate.

#### NEW BUSINESS

The next meeting will be held Tuesday, March 14, 2023 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 5:41 p.m.