

PEORIA HEIGHTS PUBLIC LIBRARY
REGULAR MEETING
August 8, 2023

The regular meeting of the Board of Trustees of the Peoria Heights Public Library was held on August 8, 2023 in the Local History Room. Tom Horstmann called the meeting to order at 4:35 p.m.

ROLL CALL: The following members answered the roll call: Tom Horstmann, Becci Bush, Lisa Brown, Amy Peck and Patty Johnson. Absent: Lisa Reinholtz.
Also present: Shawn Edwards, Director; Stefanie Crawford, guest.

APPOINTMENT OF BOARD MEMBER/OATH OF OFFICE: Amy Peck moved, seconded by Patty Johnson to appoint Stefanie Crawford as a new board member. ROLL CALL VOTE: Ayes: Tom Horstmann, Becci Bush, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried. Tom Horstmann officiated as Stefanie Crawford took the oath of office for library trustee.

MINUTES: The minutes of the regular meeting of July 2023 were approved as printed.

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

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

MAY TREASURER'S REPORT

August 8, 2023

HEIGHTS BANK CHECKING

BEGINNING BALANCE May 1, 2023	\$21,762.47
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INCOME

Transfer from Heights Savings	\$150,000.00
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TOTAL INCOME	\$150,000.00
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DISBURSEMENTS

May Salaries and Bills	\$164,416.73
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TOTAL DISBURSEMENTS	\$164,416.73
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ENDING BALANCE May 31, 2023	\$7,345.74
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HEIGHTS BANK SAVINGS

BEGINNING BALANCE May 1, 2023	\$190,882.33
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INCOME

Interest \$0.00

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

DISBURSEMENTS

Transfer to Checking 5/16 \$30,000.00

Transfer to Checking 5/17 \$100,000.00

Transfer to Checking 5/19 \$20,000.00

TOTAL DISBURSEMENTS \$150,000.00 **\$150,000.00**

ENDING BALANCE May 31, 2023 **\$40,882.33**

ILLINOIS FUNDS MONEY MARKET

BEGINNING BALANCE May 1, 2023 **\$563,381.88**

INCOME

Interest..... \$2,676.14

Deposit \$113,603.78

TOTAL INCOME \$116,279.92 **\$679,661.80**

DISBURSEMENTS

..... \$0.00

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

Ending Balance May 31, 2023 **\$679,661.80**

E-PAY INVESTMENT

BEGINNING BALANCE May 1, 2023 **\$5,968.02**

INCOME

Deposit 5/05 \$21.48

Deposit 5/25 7.56

Interest..... \$25.88

Total Income \$54.92 **\$54.92**

Ending Balance May 31, 2023 **\$6,022.94**

E-PAY SETTLEMENT

BEGINNING BALANCE May 1, 2023 **1,000.00**

INCOME

Deposit \$46.05

TOTAL INCOME \$46.05 **\$46.05**

DISBURSEMENTS

Illinois Funds \$35.18

Service Charge \$10.87

TOTAL DISBURSEMENTS \$46.05 **\$46.05**

ENDING BALANCE May 31, 2023 **1,000.00**

HICKORY POINT BANK MONEY MARKET

BEGINNING BALANCE May 1, 2023 **\$302,391.43**

INCOME

Interest \$497.08

TOTAL INCOME \$497.08 **\$497.08**

ENDING BALANCE May 31, 2023 **\$302,888.51**

JUNE TREASURER'S REPORT

August 8, 2023

HEIGHTS BANK CHECKING

BEGINNING BALANCE June 1, 2023 **\$7,345.74**

INCOME

Transfer from Heights Savings \$50,000.00

Fees, Copier, etc. \$652.00

Replacement Tax..... \$85,043.08

TOTAL INCOME \$135,695.08 **\$135,695.08**

DISBURSEMENTS

June Salaries and Bills \$138,299.96

TOTAL DISBURSEMENTS \$138,299.96 **\$138,299.96**

ENDING BALANCE June 30, 2023 **\$4,740.86**

HEIGHTS BANK SAVINGSBEGINNING BALANCE June 1, 2023 **\$40,882.33**

INCOME

Interest \$85.59

Richwoods Real Estate..... \$217,257.64

TOTAL INCOME \$217,343.23 **\$217,343.23**

DISBURSEMENTS

Transfer to Checking 6/08 \$20,000.00

Transfer to Checking 6/22 \$30,000.00

TOTAL DISBURSEMENTS \$50,000.00 **\$50,000.00****ENDING BALANCE June 30, 2023** **\$208,225.56****ILLINOIS FUNDS MONEY MARKET**BEGINNING BALANCE June 1, 2023 **\$679,661.80**

INCOME

Interest..... \$3,017.13

Deposit \$85,043.08

TOTAL INCOME \$88,060.21 **\$88,060.21**

DISBURSEMENTS

..... \$0.00

TOTAL DISBURSEMENTS \$0.00 **\$0.00****Ending Balance June 30, 2023** **\$767,722.01****E-PAY INVESTMENT**BEGINNING BALANCE June 1, 2023 **\$6,022.94**

INCOME

Deposit \$144.78

Total Income \$144.78 **\$144.78****Ending Balance June 30, 2023** **\$6,167.72****E-PAY SETTLEMENT**BEGINNING BALANCE June 1, 2023 **1,000.00**

INCOME

Deposit \$132.45

TOTAL INCOME \$132.45 **\$132.45**

DISBURSEMENTS

Illinois Funds \$121.90

Service Charge \$10.55

TOTAL DISBURSEMENTS \$132.45 **\$132.45**

ENDING BALANCE June 30, 2023 **1,000.00**

HICKORY POINT BANK MONEY MARKET

BEGINNING BALANCE June 1, 2023 **\$302,888.51**

INCOME

Interest \$0.00

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

ENDING BALANCE June 30, 2023 **\$302,888.51**

JULY TREASURER'S REPORT

August 8, 2023

HEIGHTS BANK CHECKING

BEGINNING BALANCE July 1, 2023..... **\$7,345.74**

INCOME

Transfer from Heights Savings \$50,000.00

Fees, Copier, etc. \$652.00

Replacement Tax..... \$85,043.08

TOTAL INCOME \$135,695.08 **\$135,695.08**

DISBURSEMENTS

June Salaries and Bills \$138,299.96

TOTAL DISBURSEMENTS \$138,299.96 **\$138,299.96**

ENDING BALANCE July 31, 2023 **\$4,740.86**

HEIGHTS BANK SAVINGS

BEGINNING BALANCE July 1, 2023..... **\$208,225.56**

INCOME

Richwoods Real Estate..... \$33,967.85

TOTAL INCOME **\$33,967.85**

DISBURSEMENTS

Transfer to Checking 7/13 \$30,000.00

Transfer to Checking 7/18 \$20,000.00

End of FY to Reserves 7/18 \$20,882.33

Transfer to Checking 7/26 \$20,000.00

TOTAL DISBURSEMENTS **\$90,882.33**

ENDING BALANCE July 31, 2023 **\$151,311.08**

ILLINOIS FUNDS MONEY MARKET

BEGINNING BALANCE July 1, 2023 **\$767,722.01**

INCOME

Interest..... \$3,528.26

Deposit \$34,394.03

TOTAL INCOME **\$37,922.29**

DISBURSEMENTS

..... \$0.00

TOTAL DISBURSEMENTS **\$0.00**

Ending Balance July 31, 2023 **\$805,644.30**

E-PAY INVESTMENT

BEGINNING BALANCE July 1, 2023 **\$6,167.72**

INCOME

Deposit \$69.90

Total Income **\$69.90**

Ending Balance July 31, 2023 **\$6,237.62**

E-PAY SETTLEMENT

BEGINNING BALANCE July 1, 2023		1,000.00
INCOME		
Deposit	\$58.48	
TOTAL INCOME	\$58.48	\$58.48
DISBURSEMENTS		
Illinois Funds	\$47.32	
Service Charge	\$11.16	
TOTAL DISBURSEMENTS	\$58.48	\$58.48
ENDING BALANCE July 31, 2023		1,000.00

HICKORY POINT BANK MONEY MARKET

BEGINNING BALANCE July 1, 2023		\$302,888.51
INCOME		
Interest	\$746.85	
TOTAL INCOME	\$746.85	\$746.85
ENDING BALANCE July 31, 2023		\$303,635.36

TREASURER’S REPORT: The May, June and July Treasurer’s Reports were submitted and discussed. Amy Peck moved, seconded by Becci Bush that the Treasurer’s Reports be approved.
ROLL CALL VOTE: Ayes: Tom Horstmann, Becci Bush, Lisa Brown, Amy Peck, Patty Johnson and Stefanie Crawford. No Nays, motion carried.

DIRECTOR’S REPORT

Director Edwards gave the following reports:

SpecPro performed board approved repairs to the entryway skylight in late July.

Air conditioning went out in the staff work area in July. Standard Heating and Cooling found a failed compressor. Furnace units for the staff area are over twenty years old and past their life expectancy. Standard recommended a new condensing unit and evaporator coil on the twinned furnaces instead of attempting repairs. After discussion, Amy Peck moved, seconded by Lisa Brown to approve the estimated repair cost of \$12,525. ROLL CALL VOTE: Ayes: Tom Horstmann, Becci Bush, Lisa Brown, Amy Peck, Patty Johnson and Stefanie Crawford. No Nays, motion carried.

Anne Bartolo informed Director Edwards that the Habben Estate will soon close and final disbursements be sent out.

Phillips, Salmi and Associates performed the annual financial audit in July. During the process of preparing the village and library audits, Lori Salmi discovered a possible underpayment by the village of replacement taxes to the library. After consulting with the village clerk, Lori Salmi confirmed that the library was owed an additional \$1,850 in replacement tax funds. The library has already received a check from the village for the amount owed.

Mary Anne is upgrading all printing for public computers to the Princh application. New release station equipment was purchased and will be ready for public use soon. One advantage of the Princh application is the ability for patrons to pay for printing using a credit card at their PC workstation.

The library had a well-attended booth at the 2023 River City Pride Festival. Library staff handed out brochures and registered visitors for a giveaway basket.

The Hult Center is partnering with the library to present a Safe Sitter class on Friday, August 11 from 9:30 a.m. to 3:30 p.m.

The library will be closed on Labor Day, Monday, September 4.

PRESIDENT'S REPORT

There was no President's Report for August.

NEW BUSINESS

The next meeting will be held Tuesday, September 12, 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 5:33 p.m.