

PEORIA HEIGHTS PUBLIC LIBRARY
REGULAR MEETING
July 11, 2023

The regular meeting of the Board of Trustees of the Peoria Heights Public Library was held on July 11, 2023 in the Local History Room. Tom Horstmann called the meeting to order at 4:37 p.m.

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

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

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

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

TREASURER'S REPORT: No Treasurer's Report for this month.

DIRECTOR'S REPORT

Director Edwards gave the following reports:

Funds remaining in Heights Bank savings and checking accounts from FY2022-23 amount to \$34,394.03. Director Edwards requested that funds be transferred to the Illinois Funds Reserves account. Lisa Reinholtz moved, seconded by Patty Johnson to transfer the remaining FY2022-23 funds to Illinois Funds Reserves account. ROLL CALL VOTE: Ayes: Tom Horstmann, Lisa Reinholtz, Lisa Brown, Amy Peck and Patty Johnson,. No Nays, motion carried.

Director Edwards opened the safe deposit box at Heights Bank to inspect the contents. Documents inside are primarily related to the acquisition of property for previous library buildings on Kelly Avenue.

The annual report was submitted to the Illinois State Library by Director Edwards at the end of June. Director Edwards discussed the data collected and compared it with data reported in previous years.

Several phone conversations were recently conducted between Director Edwards and Fred Schlipf to determine space requirements for the proposed construction/remodeling project. Mr. Schlipf should now be able to produce a first draft of the building plan. Several revisions are expected before a final plan can be presented to an architect.

Trustees reviewed SpecPro's proposal to restore seals and coatings on the entryway pyramid's translucent skylight panels. After discussion, Lisa Brown moved, seconded by Amy Peck to approve SpecPro's proposal at a cost of \$14,914. ROLL CALL VOTE: Ayes: Tom Horstmann, Lisa Reinholtz, Lisa Brown, Amy Peck and Patty Johnson,. No Nays, motion carried.

Hult Center is partnering with the library to offer a Safe Sitter class on August 11. The all-day session teaches best practices and safety skills for teens watching younger siblings or when babysitting.

The Summer Reading Challenge had 156 participants and a completion rate around 2/3 of those registered. Thanks to board members who assisted during the final party.

PRESIDENT'S REPORT

There was no President's Report for July.

NEW BUSINESS

Mary Beth Nebel, owner of I Know You Like a Book, passed away last week. Mary Beth was highly active in the community and instrumental in creating the high school poetry books produced by the Peoria Heights Arts Collaborative.

Director Edwards received the Per Capita Grant award check this week.

Stefanie Crawford, Peoria Heights resident, expressed interest in serving as an appointed board member. Trustees instructed Director Edwards to request an informational letter from Stefanie providing background information and detailing her interest in the library.

Lisa Reinholtz will be on vacation in early August and not able to attend the next board meeting.

The next meeting will be held Tuesday, August 8, 2023 in the Local History Room.

PUBLIC COMMENTS

No one from the public was present to offer comments.

EXECUTIVE SESSION

At 5:30 p.m., Lisa Reinholtz moved, seconded by Patty Johnson to move into closed Executive Session to discuss 2C1 – Personnel (evaluation of Director Shawn Edwards). ROLL CALL VOTE: Ayes: Tom Horstmann, Lisa Reinholtz, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried. Director Edwards left the room to allow for board discussion. At 5:45 p.m., Director Edwards was invited to return to the meeting. Discussion and comments followed by the Board and Director.

At 5:55 p.m., Amy Peck moved, seconded by Lisa Reinholtz to return to open session. ROLL CALL VOTE: Ayes: Tom Horstmann, Lisa Reinholtz, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried.

Lisa Brown moved, seconded by Amy Peck to approve a 4.0% raise for Director Edwards. ROLL CALL VOTE: Ayes: Tom Horstmann, Lisa Reinholtz, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried.

ADJOURNMENT

With no further business to discuss, Tom Horstmann adjourned the meeting at 6:00 p.m.