

PEORIA HEIGHTS PUBLIC LIBRARY
REGULAR MEETING
July 13, 2021

The regular meeting of the Board of Trustees of the Peoria Heights Public Library was held on July 13, 2021 in the large meeting 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, Margy Simmons, Lisa Brown, Amy Peck and Patty Johnson.
Also present: Shawn Edwards, Director.
Absent: Lisa Reinholtz.

MINUTES: The minutes of the regular meeting of June 2021 were approved with a correction to note the absence of Lisa Reinholtz and Becci Bush at the meeting.

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 Brown, Amy Peck and Patty Johnson. No Nays, motion carried.

JUNE TREASURER'S REPORT
July 13, 2021

HEIGHTS BANK CHECKING

BEGINNING BALANCE MAY 31, 2021	\$(- 6,718.31)
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INCOME

Misc. Donation	\$894.40
Replacement Tax.....	\$17,471.94
Transfer from Savings.....	50,000.00

TOTAL INCOME	\$68,366.34
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DISBURSEMENTS

June Salaries and Bills	\$53,961.11
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TOTAL DISBURSEMENTS	\$53,961.11
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ENDING BALANCE June 30, 2021	\$7,686.92
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HEIGHTS BANK SAVINGS

BEGINNING BALANCE MAY 31, 2021	\$211,119.57
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INCOME

Richwoods Real Estate	\$223,829.09
Interest	\$28.48

TOTAL INCOME	\$223,857.57
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DISBURSEMENTS

Transfer to Checking \$50,000.00

TOTAL DISBURSEMENTS \$50,000.00 **\$50,000.00**

ENDING BALANCE June 30, 2021 **\$384,977.14**

ILLINOIS FUNDS MONEY MARKET

BEGINNING BALANCE May 31, 2021 **\$244,371.68**

INCOME

Interest \$4.71

TOTAL INCOME \$4.71 **\$4.71**

DISBURSEMENTS

..... \$0.00

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

Ending Balance June 30, 2021 **\$244,376.39**

E-PAY INVESTMENT

BEGINNING BALANCE May 31, 2021 **\$3,927.10**

INCOME

Interest \$0.04

Deposit \$193.26

Total Income \$193.30 **\$193.30**

Ending Balance June 30, 2021 **\$4,164.56**

E-PAY SETTLEMENT

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

INCOME

Deposit \$203.74

TOTAL INCOME \$203.74 **\$203.74**

DISBURSEMENTS

Illinois Funds \$193.26

Service Charge \$10.48

TOTAL DISBURSEMENTS \$203.74 **\$203.74**

ENDING BALANCE June 30, 2021 **\$1,000.00**

HICKORY POINT BANK MONEY MARKET

BEGINNING BALANCE May 31, 2021 **\$300,022.19**

INCOME

Interest \$40.69

TOTAL INCOME **\$40.69**

ENDING BALANCE June 30, 2021 **\$300,062.88**

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

DIRECTOR’S REPORT

Director Edwards gave the following reports:

Mike Boyle of Western Specialty Contractors proposed a TPO roof replacement to Director Edwards. At today’s prices it would cost approximately \$155,000. Western has not yet started repairs to the flat roof over the meeting room. That work should begin in July. Director Edwards will seek additional quotes for short-term repairs to the metal roof.

Mary Anne has discussed surveillance camera system replacement with five vendors. Not all have presented proposals yet, but there should be enough information to choose a vendor at the August board meeting.

Director Edwards discussed preliminary planning for library construction and remodeling. He believes input should be derived from several sources including board, staff and community members. Board members will tour other local libraries to gather ideas. Director Edwards will gather initial input from library staff.

Ron Hilton presented Director Edwards with a draft of the library audit. Board members will review the draft and present comments and questions to Director Edwards at the August meeting.

The library continues to gradually expand services and remove pandemic restrictions. Director Edwards hopes to resume adult events in the meeting room before the end of summer.

July 1 was the start of ICN providing both the library’s internet hosting and responsibility for fiber lines into the building. Since the library needs to update some routers and switches, contracted broadband speed upgrades are not yet available.

Several new receipt printers were purchased for staff and service desks. The old printers were more than twenty years old and no longer compatible with the library’s current Windows software.

American Marketing and Publishing took a number of high quality still and 360 degree panorama photos of the library in early July. Those image are now online and linked to the library's Google profile.

Director Edwards is working with the literary committee of the Peoria Heights Arts Collaborative to plan a Peoria Heights Poetry Project. The project seeks to have local poets assist Peoria Heights High School students in writing poetry for a book to be published later in the year.

The Summer Reading Challenge ended on June 30. Registration more than doubled over last year and more than 60% of participants finished the challenge. Thanks to Krissy and Lee for all their work making the program a success. Also thanks to staff and volunteers assisting them during the program.

PRESIDENT'S REPORT

There was no president's report for July.

NEW BUSINESS

After the yearly backflow preventer inspection, Director Edwards was informed by Tom Smith Plumbing that the preventer needs a new valve. Since the needed valve is no longer available on the market, and the scope of the work need is beyond Tom Smith's capability, an outside contractor is required to replace the backflow preventer. Director Edwards has contacted Pipco to provide an estimate.

The next meeting will be held Tuesday, August 10, 2021 in the Local History Room.

PUBLIC COMMENTS

No one from the public was present to offer comments.

EXECUTIVE SESSION

At 5:40 p.m., Margy Simmons moved, and Amy Peck seconded to move into closed Executive Session to discuss 2C1 – Personnel (evaluation of Director Shawn Edwards). ROLL CALL VOTE: Ayes: Tom Horstmann, Margy Simmons, Becci Bush, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried. Director Edwards left the room to allow for board discussion. At 5:54 p.m., Director Edwards was invited to return to the meeting. Discussion and comments followed by the Board and Director.

At 6:03 p.m., Becci Bush moved, and Patty Johnson seconded to return to open session. ROLL CALL VOTE: Ayes: Tom Horstmann, Margy Simmons, Becci Bush, 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, Margy Simmons, Becci Bush, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried.

ADJOURNMENT

With no further business to discuss, Tom Horstmann adjourned the meeting at 6:06 p.m.