Viola Public Library District

1701 17th St. Viola, IL 61486

Regular Meeting

November 2, 2024

Meeting called to order at 6:03 pm.

Present: Sandy Cook, President Rich Lawson, Vice-President

Linda Engels, Secretary Mindi Schultz, Treasurer

Mike DeLoose Annette Essary

Lill Batson, Director

Absent: Barb Harrison

Public Comment: Members of the public are invited to speak to the Board of Trustees.  Please identify yourself when called upon.  Comments are to be limited to three (3) minutes or less.  In compliance with the Open Meetings Act, actions may not be taken on items not already on the agenda, but action may be deferred to a later Board meeting at the discretion of the Board.

Treasurer’s Report:

The treasurer’s report was reviewed. Rich Lawson moved to approve the treasurer’s report as presented. Annette Essary seconded. Motion passed.

Secretary’s Report:

The secretary’s report was reviewed. A mistake was found. Under Treasurer’s Report, Lill typed secretary’s instead of treasurers. She also typed the wrong date for the next meeting as February 5, 2025 instead of November 2, 2024. She corrected both mistakes on the library’s copy of the minutes. Mindi Schultz made a motion to accept the secretary’s report with the corrections made. Annette Essary seconded. Motion passed.

Director’s Report:

Lill reported that the circulation numbers are still good. Had 4 people attend the pumpkin craft. The next craft is November 20 and we will make wreaths out of candy canes. She met with Streamline about our website and ADA requirements. We are currently at 98% and have until 2027 to become fully compliant. Due to these requirements, the cost for the website is increasing from $1,080 to $1,700 per year. That will include indemnification insurance and legal representation for any claims.

There was a problem with the new handicap doors. Lill called TeeJay Central and they came out and reset the outside doors that were not hung correctly. Lill attended the training for the State Construction Grant. The money will not cover parking lot resurfacing, but it may cover windows or roofing. Lill is almost done with the Comptroller’s Report and will have it submitted before the due date.

**OLD BUSINESS:**

ALA Grant For Doors – Update

Lill talked again about the problems with the doors. She is waiting for the bill from Tony’s Plumbing for the electrical work to know how much money is left for the parking lot.

**NEW BUSINESS:**

Approve 2025 Meeting Schedule – Final Action

Lill presented the meeting schedule for 2025. After review Mike DeLoose moved to approve it as presented. Rich Lawson seconded. Motion passed.

Circulation Rules for Library of Things Items – Final Action

Lill brought up what items we can add to the Library of Things (LOT) besides games and puzzles. We have some small appliances, candy molds, and STEM kits to start with. Everything will get barcoded so we can keep better track of who has what out. After some discussion, Rich Lawson moved to check out LOT items for 2 weeks with usage agreements for expensive items. Mindi Schultz seconded. Motion passed.

Closing Early December 6 – Final Action

Lill requested the library close at noon December 6 to have time to set up for the Christmas Store. Annette Essary moved to close at noon December 6. Mike DeLoose seconded. Motion passed.

Closed Meeting – Review Minutes, Christmas Bonuses, Raises – Final Action

Annette Essary moved to closed the regular meeting with Mike DeLoose seconding. Motion passed. Meeting closed at 6:23pm.

Regular meeting called back to order at 6:54pm. Roll call was taken with the same board members and Lill present.

Mindi Schultz moved to leave the reviewed minutes closed. Rich Lawson seconded. Motion passed.

Annette Essary moved to give Christmas bonuses as discussed in closed meeting with Mike DeLoose seconding. Motion passed.

Annette Essary moved to give Lill a $1.00 per hour raise effective January 1, 2025. Mindi Schultz seconded. Motion passed.

Mindi Schultz moved to adjourn the meeting with Annette Essary seconding. Motion passed. Meeting adjourned at 6:58pm. Next regular meeting is February 5, 2025 at 6:00 pm.