

**PLANO COMMUNITY LIBRARY DISTRICT  
SEPTEMBER 16, 2021 REGULAR BOARD MEETING  
HELD IN THE LOWER LEVEL MEETING ROOM**

President Jane Voss called the meeting to order at 7:00 p.m. Present were Trustees Christine Backus, Natalie Kollmann, Gayle Severson, and Tom Karpus. Trustee Ceil Carey was absent. Library Director Deanna Howard was also present.

**MINUTES**

Approve August 19, 2021 Budget & Appropriations Hearing Minutes: Trustee Kollmann moved the minutes of the August 19, 2021 Budget & Appropriations Hearing be approved as submitted. Motion carried, 5-0. Ayes-5, Nays-0, Absent-1.

Approve August 19, 2021 Regular Board Meeting Minutes: Trustee Backus moved the minutes of the August 19, 2021 Regular Board Meeting be approved as submitted. Motion carried, 5-0. Ayes-5, Nays-0, Absent-1.

**CITIZENS TO BE HEARD**

None.

**CORRESPONDENCE**

None.

**FINANCIAL REPORT**

Approve August 2021 Financial Statements: Trustee Karpus reported operating fund receipts for August 2021 totaled \$28,034. Of that amount \$23,480 was from property taxes, \$1,231 from replacement taxes, and \$2,450 was from transition fees. Total operating fund expenses for August were \$55,252. Trustee Severson moved the August 2021 Financial Statements be approved. Motion carried, 5-0. Ayes-5, Nays-0, Absent-1.

Approve September 16, 2021 Bills: Trustee Karpus reported bills for September 16 totaled \$22,332. Of that amount \$19,735 was paid from the Operating Fund, and \$459 from the Building & Maintenance Fund, and \$2,137 from the Per Capita Grant Fund. Major expenses for the month were \$10,820 to CJ Power for one third completion of the LED lighting transition on the upper level, and \$3,796 to Constellation for electric. Trustee Karpus moved the September 16, 2021 bills be approved. Motion carried, 5-0. Ayes-5, Nays-0, Absent-1.

**DIRECTOR'S REPORT**

Deanna reported that Kylie Thoms, our new Library Assistant in Circulation, started in August. Our September-December newsletter arrived in homes. Deanna gave an overview of our program offerings. The 7<sup>th</sup> grade class will be at the library for a tour on Friday. About 100 new or replacement library cards were issued to students as part of the visit.

Renee Moutray, our Technical Services Page, celebrated her 15<sup>th</sup> anniversary at the library in August. The Plano Rockin' Christmas Committee is planning this year's event. Deanna

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informed the committee that the Library cannot host the "Visit with Santa" this year due to our COVID protocols. We look forward to the time we can host the event again.

**COMMITTEE REPORTS**

Building and Grounds: The HVAC punch list work continues.

Finance: The committee met before the regular meeting to prepare the Levy.

Personnel and Policy: None.

Fundraising: None.

**UNFINISHED BUSINESS**

Appoint Trustee to fill Vacancy: President Voss expressed gratitude for the strong candidates interested in filling the trustee vacancy. The library was fortunate to have three highly qualified candidates. Trustee Voss announced she selected Denise Helmers to fill the vacancy. Trustee Karpus moved the Board approve the appointment of Denise Helmers to fill the vacancy. Motion carried, 5-0. Ayes-5, Nays-0, Absent-1.

**NEW BUSINESS**

Approve Payment to Mechanical Concepts of Illinois: There was no payout request for approval.

Per Capita Grant Requirement-Serving our Public, Chapters 1-6: Deanna reviewed the objectives and priorities identified in the FY 2021 Per Capita Grant application and the status of our progress. The board also reviewed and discussed the objectives and priorities identified for the FY 2022 Per Capita Grant application.

**OTHER**

Trustee Severson inquired about the possibility of installing solar panels on the roof. Trustee Karpus noted a structural engineer completed an assessment and determined we have the structural ability to install solar panels. He recommends if the board decides at some point to pursue solar power the Library lease space to a solar panel company, who installs their own equipment, and the library buys back power from them at a certain rate.

**ADJOURNMENT**

Being no further business, the meeting was adjourned at 7:39 p.m.

Minutes submitted by Deanna Howard

*Approved as submitted, 10/21/21*

*Christine M. Backus* Page 2 of 2