

**PLANO COMMUNITY LIBRARY DISTRICT
AUGUST 18, 2022 REGULAR BOARD MEETING
HELD IN THE LOWER LEVEL MEETING ROOM**

President Jane Voss called the meeting to order at 7:05 p.m. Present were Trustees Christine Backus, Denise Helmers, Natalie Kollmann, John McCartan, and Gayle Severson. Library Director Deanna Howard was also present. Trustee Ceil Carey was absent.

MINUTES

Approve July 21, 2022 Regular Board Meeting Minutes: Trustee McCartan moved the minutes of the July 21, 2022 Regular Board Meeting be approved as submitted. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

PUBLIC COMMENT

None.

CORRESPONDENCE

None.

FINANCIAL REPORT

Approve July 2022 Financial Statements: Trustee Backus reported that operating fund receipts for July 2022 totaled \$410,561. Of that amount, \$390,090 was from property taxes, \$18,341 was from replacement taxes, \$1,400 was from transition fees, and \$729 was from interest, copy, print, and faxing fees. At this point we have received 55% of the estimated property taxes for the year. Total operating fund expenses for July were \$46,716. Trustee Kollmann moved the July 2022 Financial Statements be approved. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

Approve August 18, 2022 Bills: Trustee Backus reported bills for August 18th totaled \$18,382. Of that amount, \$16,719 was paid from the Operating Fund, \$1,264 from the Building & Maintenance Fund, and \$400 from the Donation Fund. Major expenses for the month were \$3,492 to Constellation for energy, \$2,300 to Newsbank for online resources, and \$1,466 to Dell for computer expenses. Trustee Helmers moved the August 18, 2022 bills be approved. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

DIRECTOR'S REPORT

Deanna reported the Summer Reading Program ended on July 30th. We had 344 kids, 47 teens, and 224 adults participate in the program. She was very pleased with the numbers this year. Our Local Author Fair was held on July 30th. This was a big event for us and Deanna reported that things went very smoothly, we had good attendance, and received a lot of positive feedback. 15 authors and an estimated 65 people attended the event.

A book sale is scheduled for August 22-September 3. The September-December newsletter will arrive in homes in late August. Deanna highlighted several upcoming programs.

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COMMITTEE REPORTS

Building and Grounds: None.

Finance: None.

Personnel and Policy: None.

Fundraising: None.

UNFINISHED BUSINESS

Discuss/Approve Agreement for TMF Management, LLC Abatement of Real Estate Property Taxes: Deanna reported the Plano School District Board approved the agreement at their August 15th meeting, and she recommended the Library Board approve the agreement as well. A few questions were addressed. Trustee McCartan moved the Board approve the Agreement for TMF Management, LLC Abatement of Real Estate Property Taxes. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

NEW BUSINESS

Adopt Ordinance 2022-02: FY 22-23 Budget & Appropriations Ordinance Deanna reminded Trustees that we appropriate and levy for a high amount to capture any new growth in the area. The County will reduce our levy request based on the actual Equalized Assessed Value in our district and the tax cap. Trustee Helmers moved the Board adopt Ordinance 2022-02. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

Approve Chief Fiscal Officer's Estimate of Revenues by Source: Trustee Severson moved the Board approve the Chief Fiscal Officer's Estimate of Revenues by Source. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

Whistleblower Reporting and Anti-Retaliation Policy and Procedures: Deanna explained the Illinois SAFE-T Act, dealing in large part with police conduct, was passed in 2021. The Act also included language prohibiting retaliation against an employee whistleblower, directing a whistleblower to describe in writing any retaliation for reporting improper governmental action, and directing a whistleblower to report improper governmental action to an "auditing official" for investigation and possible restitution. The library selected the Kendall County State's Attorney as its auditing official, which provided the policy and procedures. These must be provided to all the library's employees and elected officials. Trustee Helmers moved the Board approve the Whistleblower Reporting and Anti-Retaliation Policy and Procedures. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

Accept the Illinois Public Library Annual Report: Deanna noted the library is required to submit the annual report to the Illinois State Library by September 1 each year. She reviewed

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some of the statistical data. Trustee Kollmann moved the board accept the Illinois Public Library Annual Report. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

Adopt Corporate Resolution to Borrow/Grant Collateral/Subordinate Debt and authorize President and Treasurer to sign related loan documents: FNBO prepared new loan documents since the HVAC replacement project has been completed. Trustee Backus moved the Board adopt the Corporate Resolution and authorize the President and Treasurer to sign related loan documents. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

OTHER

None.

ADJOURNMENT

Being no further business, the meeting was adjourned at 7:36 p.m.

Minutes submitted by Deanna Howard

*Approved as submitted, 9/15/22
Gayle Susan*