

**PLANO COMMUNITY LIBRARY DISTRICT  
SEPTEMBER 15, 2022 REGULAR BOARD MEETING  
HELD IN THE LOWER LEVEL MEETING ROOM**

Secretary Gayle Severson called the meeting to order at 7:17 p.m. Present were Trustees Christine Backus, Denise Helmers, and John McCartan. Library Director Deanna Howard was also present. Trustees Ceil Carey, Natalie Kollmann, and Jane Voss were absent.

**MINUTES**

Approve August 18, 2022 Budget & Appropriations Hearing Minutes: Trustee Backus moved the minutes of the August 18, 2022 Budget & Appropriations Hearing be approved as submitted. Motion carried, 4-0. Ayes-4, Nays-0, Absent-3.

Approve August 18, 2022 Regular Board Meeting Minutes: Trustee Helmers moved the minutes of the August 18, 2022 Regular Board Meeting be approved as submitted. Motion carried, 4-0. Ayes-4, Nays-0, Absent-3.

Approve August 18, 2022 Secretary's Audit Committee Meeting Minutes: Trustee McCartan moved the minutes of the August 18, 2022 Budget & Appropriations Hearing be approved as submitted. Motion carried, 4-0. Ayes-4, Nays-0, Absent-3.

**PUBLIC COMMENT**

None.

**CORRESPONDENCE**

None.

**FINANCIAL REPORT**

Approve August 2022 Financial Statements: Trustee Backus reported that Operating Fund receipts for August 2022 totaled \$32,419. Of that amount, \$28,846 was from property taxes, \$2,094 was from replacement taxes, \$1,750 was from transition fees, and \$1,729 was from interest, copy, print, and faxing fees. Total Operating Fund expenses for August were \$48,650. Trustee Helmers moved the August 2022 Financial Statements be approved. Motion carried, 4-0. Ayes-4, Nays-0, Absent-3.

Approve September 15, 2022 Bills: Trustee Backus reported bills for September 15<sup>th</sup> totaled \$17,211. Of that amount, \$15,639 was paid from the Operating Fund, \$1,377 from the Building & Maintenance Fund, and \$195 from the Donation Fund. Major expenses for the month were \$3,960 to Constellation for energy, \$1,763 to A Corporate Printing for the newsletter, and \$1,527 to NICOR. Trustee McCartan moved the September 15, 2022 bills be approved. Motion carried, 4-0. Ayes-4, Nays-0, Absent-3.

**DIRECTOR'S REPORT**

Deanna reviewed the August programming statistics. Renee Moutray, Technical Services Library Assistant, celebrated her 16<sup>th</sup> anniversary at the library. Deanna noted she has taken

**PLANO COMMUNITY LIBRARY DISTRICT  
SEPTEMBER 15, 2022 REGULAR BOARD MEETING  
HELD IN THE LOWER LEVEL MEETING ROOM**

on some additional job responsibilities. The 2<sup>nd</sup>, 3<sup>rd</sup>, and 7<sup>th</sup> grade classes are planning field trips to the library in October. Library staff are looking forward to the visits and thankful for the support we receive from our School District and teachers.

**COMMITTEE REPORTS**

Building and Grounds: None.

Finance: Auditors will on site September 22. They will present the audit report at the October or November board meeting.

Personnel and Policy: None.

Fundraising: Will meet soon to discuss the Christmas Tea.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

Trustee Election-April 2023: Deanna noted the trustees up for election on April 4, 2023 and distributed election packets.

Ceil Carey, 6-year term

Jane Voss, 6-year term

Denise Helmers, 4-year unexpired term

John McCartan, 2-year unexpired term

**OTHER**

None.

**ADJOURNMENT**

Being no further business, the meeting was adjourned at 7:32 p.m.

Minutes submitted by Deanna Howard

*Approved as submitted, 10/20/22*

*Denise Helmers*