

**PLANO COMMUNITY LIBRARY DISTRICT  
JUNE 15, 2023 REGULAR BOARD MEETING  
HELD IN THE LOWER-LEVEL MEETING ROOM**

President Jane Voss called the meeting to order at 7:06 p.m. Present were Trustees Christine Backus, Cecelia Carey, Denise Helmers, Natalie Kollmann, and John McCartan. Library Director Deanna Howard was also present. Trustee Gayle Severson was absent.

**ELECTION OF OFFICERS**

Trustee Carey moved the Board approve the Slate of Offices as presented by the nominating committee: President—Jane Voss; Vice President—Cecelia Carey; Treasurer—Christine Backus; Secretary—Natalie Kollmann. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

**MINUTES**

Approve May 18, 2023 Finance Committee Meeting Minutes: Trustee Helmers moved the minutes of the May 18 2023 Finance Committee Meeting be approved as submitted. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1

Approve May 18, 2023 Regular Board Meeting Minutes: Trustee McCartan moved the minutes of the May 18, 2023 Regular Board Meeting be approved as submitted. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

Approve May 18, 2023 Nominating Committee Meeting Minutes: Trustee Kollmann moved the minutes of the May 18, 2023 Nominating Committee Meeting be approved as submitted. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

**PUBLIC COMMENT**

None.

**CORRESPONDENCE**

The Library received the FY 2023 Public Library Per Capita Grant Award letter. The grant award is \$20,785.70.

**FINANCIAL REPORT**

Approve May 2023 Financial Statements: Trustee Backus reported Operating Fund Receipts for May 2023 totaled \$25,545. Of that amount, \$22,788 was from replacement taxes, \$700 was from transition fees, and the balance was from interest, copy, print, and faxing fees. Total Operating Fund expenses for the month were \$81,472. Trustee Carey moved the May 2023 Financial Statements be approved. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

Approve June 15, 2023 Bills: Trustee Backus reported bills for June 15 totaled \$61,440. Of that amount, \$52,234 was paid from the Operating Fund, \$8,842 from the Building & Maintenance Fund, \$275 from the Donation Fund, \$61 from the Memorial Fund, and \$28 from Staff. Major expenses for the month were \$23,913 to CMJ for new staff computers, \$6,029 for insurance, \$5,314 and \$2,297 to TRICO for rooftop unit maintenance and boiler repairs, respectively, and \$4,564 to Constellation. Trustee Kollmann moved the June 15, 2023 bills be approved. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

**PLANO COMMUNITY LIBRARY DISTRICT  
JUNE 15, 2023 REGULAR BOARD MEETING  
HELD IN THE LOWER-LEVEL MEETING ROOM**

**DIRECTOR'S REPORT**

Deanna reported about 400 students/parents visited the library in May. She expressed gratitude for the positive relationship we have with our school district and teachers. Summer Reading started on June 1. At this point we have 279 kids, 37 teens, and 211 adults registered for the program. We had Messy Munchkins, our first big kids summer program, outside on June 7. 73 people attended the morning program and 58 attended the evening program. Overall things are going very well this summer.

**COMMITTEE REPORTS**

Building and Grounds: None.

Finance: None.

Personnel and Policy: The committee met before the Board Meeting to complete the Director's evaluation.

Fundraising: None.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

Adopt Ordinance 2023-01, Meeting Schedule Ordinance for FY 2023-2024: The Ordinance sets the regular board meeting schedule as the third Thursday of each month, at 7:00 p.m. The Board does not meet in December. Trustee Backus moved the board adopt Ordinance 2023-01. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

President Appoints Secretary's Audit Committee for Annual Report.: President Voss and Trustee Helmers will serve on the committee, which will meet after the July 20 Board Meeting.

Approve Transfer from the Corporate Fund to the IMRF Fund: Trustee Kollmann moved \$26,000 be transferred from the Corporate Fund to the IMRF Fund. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

Approve Transfer from the Corporate Fund to the Social Security Fund: Trustee McCartan moved \$4,000 be transferred from the Corporate Fund to the Social Security Fund. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

Approve Director's Raise, effective June 25, 2023: President Voss reported the Personnel & Policy Committee met and recommends the Board approve a 5% raise. Trustee Kollman moved the Board approve a 5% raise for the Library Director, effective June 25, 2023. Motion carried, 5-0. Ayes-5, Nays-0, Absent-1.

**PLANO COMMUNITY LIBRARY DISTRICT  
JUNE 15, 2023 REGULAR BOARD MEETING  
HELD IN THE LOWER-LEVEL MEETING ROOM**

Adopt Ordinance 2023-02, Tentative 2023-2024 Budget & Appropriations Ordinance: Trustee Kollmann moved the Board adopt Ordinance 2023-02. Motion carried, 5-0. Ayes-5, Nays-0, Absent-1. The notice of the August 17 Public Hearing will published in the Plano Record newspaper and posted in the Library.

**OTHER**

Public Comment Policy: Deanna noted there has been an increase in public comment at area-wide public library board meetings. She highlighted several aspects of our public comment policy and best practices.

Public Act 103-0100: Deanna reported the Act was signed this week. The Act, effective January 1, 2024, states that if a library or library system wants to be eligible for state funding, it must either: 1) adopt the American Library Association's Library Bill of Rights that indicates materials should not be proscribed or removed because of partisan or doctrinal approval, or 2) develop a written statement declaring the inherent authority of the library or library system to prohibit the practice of banning specific books or resources. Included in the new law is the following policy statement: It is further declared to be the policy of the State to encourage and protect the freedom of libraries and library systems to acquire materials without external limitation and to be protected against attempts to ban, remove, or otherwise restrict access to books and other materials.

**ADJOURNMENT**

Being no further business, the meeting was adjourned at 7:50 p.m.

Minutes submitted by Deanna Howard

*Approved as submitted, 7/20/23*

*Gayle Suss*