

**PLANO COMMUNITY LIBRARY DISTRICT  
JULY 20, 2023 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, Denise Helmers, John McCartan, and Gayle Severson. Library Director Deanna Howard was also present. Trustees Cecelia Carey and Natalie Kollmann were absent.

**APPOINT SECRETARY PRO TEMPORE**

President Voss appointed Trustee Severson to serve as the Secretary Pro Tempore.

**PRESENTATION BY REPRESENTATIVES FROM SAVION, LLC**

Greg Vander Kamp, Director of Development, and Andy Byars, Public Affairs Consultant, made a presentation regarding the Plano Skies Solar Project. Savion is proposing a 250 megawatt solar energy facility north of town, bordered by Little Rock and Rock Creek Roads. They reviewed details and the timeline of the project. They estimate the project will bring \$1.6 million in property tax revenue to the Library over its 35-year life span, or \$45,000 per year. Project approval lies with the City of Plano and/or Kendall County Board.

**MINUTES**

Approve June 15, 2023 Personnel & Policy Committee Meeting Minutes: Trustee Backus moved the minutes of the June 15, 2023 Personnel & Policy Committee Meeting be approved as submitted. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2

Approve June 15, 2023 Personnel & Policy Committee Closed Session Meeting Minutes: Trustee Helmers moved the minutes of the June 15, Personnel & Policy Committee Closed Session Meeting Minutes be approved as submitted. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2

Approve June 15, 2023 Regular Board Meeting Minutes: Trustee Severson moved the minutes of the June 15, 2023 Regular Board Meeting be approved as submitted. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

**PUBLIC COMMENT**

None.

**CORRESPONDENCE**

The board reviewed an email from Carl Armstrong regarding a parking space outside the Library. Deanna will take the necessary steps to clearly identify the space as “no parking” as soon as possible.

**FINANCIAL REPORT**

Approve June 2023 Financial Statements: Trustee Backus reported that June 30 was the end of the library’s fiscal year. Operating Fund Receipts for June 2023 totaled \$3,868. Of that amount, \$700 was from transition fees and the balance was from interest, copy, print, and faxing fees. Total Operating Fund expenses for the month were \$82,527. For the year, actual revenues of \$863,592 were about 3% higher than budgeted and actual expenses totaling \$702,970 were at

**PLANO COMMUNITY LIBRARY DISTRICT  
JULY 20, 2023 REGULAR BOARD MEETING  
HELD IN THE LOWER-LEVEL MEETING ROOM**

87% of the budgeted expenses. Trustee Backus moved the June 2023 Financial Statements be approved. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

Approve June 30, 2023 Bills: Trustee Backus reported bills for June 30<sup>th</sup> totaled \$12,239. Of that amount, \$9,684 was paid from the Operating Fund, \$2,175 from the Building & Maintenance Fund, and \$380 from the Donation Fund. Major expenses for the month were \$2,517 to Baker and Taylor for books, \$1,677 to Petite Palette for program expenses, and \$1,500 to CMJ IT Solutions. Trustee Severson moved the June 30, 2023 bills be approved. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

Approve July 20, 2023 Bills: Trustee Backus reported bills for July 20<sup>th</sup> totaled \$9,323. Of that amount, \$7,621 was paid from the Operating Fund and \$1,702 from the Building & Maintenance Fund. Major expenses for the month were \$4,077 to PrairieCat, \$1,282 to TK Elevator, and \$1,060 to CMJ IT Solutions. Trustee McCartan moved the July 20, 2023 bills be approved. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

#### **DIRECTOR'S REPORT**

Deanna reported June statistics show several milestones. Total checkouts were the highest since July 2019 (summer before COVID). Program attendance was the highest it's been since June 2018 (June 2019 was close). Number of visitors and time on the public computers were the highest they've been since February 2020.

The Summer Reading Program started on June 1. Registrations as of June 30: 331 kids, 41 teens, and 245 adults. We are ahead of our registrations from last year. The program wraps up on July 31. We've had good attendance at our summer programs, both for kids and adults. We started our Spanish Rhyme Time Classes. Two were held in June, with a total attendance of 32. Maribel Cecenas is doing a wonderful job with this program and we are very grateful for her willingness to work with us.

Deanna informed the board the members of the Jehovah's Witness faith requested permission to set up a literature display outside the library. Due to the unique nature of our site, the library is surrounded by public sidewalks. Deanna informed the group the library did not have the authority to grant or deny permission for activities that take place on the public sidewalks. Members of the faith have been outside the library for the last several days.

#### **COMMITTEE REPORTS**

Building and Grounds: None.

Finance: None.

Personnel and Policy: None.

**PLANO COMMUNITY LIBRARY DISTRICT  
JULY 20, 2023 REGULAR BOARD MEETING  
HELD IN THE LOWER-LEVEL MEETING ROOM**

Fundraising: None.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

Adopt Ordinance 2023-03: An Ordinance Determining to Levy an Additional Tax of .02%: This is an annual ordinance the library passes for Building & Maintenance. Trustee Helmers moved the Board adopt Ordinance 2023-02. Motion carried, 5-0. Ayes-Helmers, Backus, McCartan, Severson, Voss; Nays-0; Absent-Carey, Kollmann.

Approve Destruction of Audio Recordings from the Closed Session of the May 13, 2021 Personnel & Policy Committee Meeting: The law requires audio recordings be kept for 18 months, after which time they may be destroyed if written minutes exist. Trustee Severson moved the audio recording from the May 13, 2021 closed session of the Personnel & Policy Committee Meeting be destroyed. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

Discuss/Approve Possible Donation from Savion, LLC: Greg Vander Kamp had spoken to Deanna about any donation or sponsorship opportunities that would be beneficial to the library. The board discussed the fact that there is no conflict of interest or quid pro quo in accepting a donation, since the library board has no decision-making authority regarding the Plano Skies Project. The board agreed it would be most beneficial to seek funding for the replacement of the public computers. Trustee Backus moved Deanna proceed with discussions with Savion regarding possible funding for the public computer replacement project. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

**OTHER**

None.

**ADJOURNMENT**

Being no further business, the meeting was adjourned at 7:55 p.m.

Minutes submitted by Deanna Howard

*Approved as submitted, 9/21/23*

