

**PLANO COMMUNITY LIBRARY DISTRICT
MARCH 21, 2024 REGULAR BOARD MEETING
HELD IN THE LOWER-LEVEL MEETING ROOM**

Trustee Gayle Severson called the meeting to order at 7:01 p.m. Present were Trustees Christine Backus, Denise Helmers, Natalie Kollmann, and John McCartan. Library Director Deanna Howard was also present. Trustees Cecelia Carey and Jane Voss were absent.

MINUTES

Approve February 15, 2024 Finance Committee Meeting Minutes: Trustee Helmers moved the minutes of the February 15, 2024 Finance Committee Meeting be approved as submitted. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

Approve February 15, 2024 Decennial Committee Meeting Minutes: Trustee Backus moved the minutes of the February 15, 2024 Decennial Committee Meeting be approved as submitted. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

Approve February 15, 2024 Regular Board Meeting Minutes: Trustee Kollmann moved the minutes of the February 15, 2024 Regular Board Meeting be approved as submitted. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

CORRESPONDENCE

None.

FINANCIAL REPORT

Approve February 2024 Financial Statements: Trustee Backus reported Operating Fund receipts for February 2024 totaled \$1,384. Of that amount, \$707 was from interest, \$479 from faxing fees, and \$198 from copy and print fees. Total Operating Fund expenses for the month were \$47,090. Trustee Helmers moved the February 2024 Financial Statements be approved. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

Approve March 21, 2024 Bills: Trustee Backus noted the year on the bill list needs to be changed from 2023 to 2024. She reported bills for March 21st totaled \$31,998. Of that amount, \$24,704 was paid from the Operating Fund, \$7,039 from the Building & Maintenance Fund, and \$254 from staff reimbursements. Major expenses for the month were \$5,721 to A Guy in a Truck for floor cleaning, \$4,503 to Dynegy for electricity, \$2,742 to CMJ IT Solutions, \$2,366 to Petite Palette, and \$2,340 to Sage Software. Trustee McCartan moved the March 21, 2024 bills be approved. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

DIRECTOR'S REPORT

Deanna reported 67 people attended the "Pre-Civil War Quilts" program. She felt the presenter was incredible. The program was co-sponsored by the Somonauk Public Library, and many neighbors from Somonauk attended. Training is going well for the two new Kids' Library Assistants and it's great to have the department fully staffed.

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The Library Road Trip program runs March 23-April 30. The Friends of the Library held a Staff Appreciation Lunch on February 22. The Friends of the Library Book Sale runs March 23-April 6.

COMMITTEE REPORTS

Building and Grounds: None.

Finance: None.

Personnel and Policy: None.

Fundraising: None.

UNFINISHED BUSINESS

Statement of Economic Interest due May 1: Deanna previously emailed a tip sheet for completing the online form and a fact sheet to help answer the questions.

NEW BUSINESS

None.

OTHER

Trustee Helmers inquired about the name of the 2nd eBook app the library offers, in addition to Libby. Deanna noted the app is called Boundless.

PUBLIC COMMENT

Chris Schwemlein from Sandwich.

ADJOURNMENT

Being no further business, the meeting was adjourned at 7:20 p.m.

Minutes submitted by Deanna Howard

Approved as submitted, 4/18/2024

