

**PLANO COMMUNITY LIBRARY DISTRICT  
APRIL 18, 2024 REGULAR BOARD MEETING  
HELD IN THE LOWER-LEVEL MEETING ROOM**

President Jane Voss called the meeting to order at 7:02 p.m. Present were Trustees Christine Backus, Cecelia Carey, Denise Helmers, and Gayle Severson. Library Director Deanna Howard was also present. Trustees Natalie Kollmann and John McCartan were absent. Trustee Kollmann arrived at 7:04 p.m.

**MINUTES**

Approve March 21, 2024 Regular Board Meeting Minutes: Trustee Severson moved the minutes of the March 21, 2024 Regular Board Meeting be approved as submitted. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

**CORRESPONDENCE**

None.

*Trustee Natalie Kollmann arrived.*

**FINANCIAL REPORT**

Approve March 2024 Financial Statements: Trustee Backus reported Operating Fund receipts for March 2024 totaled \$8,563. Of that amount, \$6,180 was from replacement taxes, \$1,486 was from interest, \$356 from faxing fees, and \$551 from copy and print fees. Total Operating Fund expenses for the month were \$71,188. Trustee Carey moved the March 2024 Financial Statements be approved. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

Approve April 18, 2024 Bills: Trustee Backus reported bills for April 18<sup>th</sup> totaled \$29,938. Of that amount, \$18,422 was paid from the Operating Fund, \$11,429 from the Building & Maintenance Fund, and \$87 from the Memorial Fund. Major expenses for the month were \$9,034 to TRICO for boiler and rooftop unit cleaning and repairs, \$4,092 to Dynegy, \$3,282 to Cincinnati Insurance, and \$2,434 to Baker & Taylor. Trustee Helmers moved the April 18, 2024 bills be approved. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

**DIRECTOR'S REPORT**

The Library Road Trip program runs through April 30<sup>th</sup>. We've issued 279 passports to date. It's been great to welcome visitors from other libraries. The Plano and Kendall County Records featured a front-page story about fiber arts programs at area libraries. It includes several photos from our Knit & Crochet group. Deanna has filed the Decennial Report with the Kendall County Board. The Friends of the Library book sale earned \$1,218. The carpets and floors look great after the recent cleaning. The Summer newsletter will be mailed to homes in mid-May.

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**COMMITTEE REPORTS**

Building and Grounds: None.

Finance: Scheduled a meeting at 6:30 p.m. on May 16 to prepare the FY 2024-2025 budget.

Personnel and Policy: Scheduled a meeting at 6:30 p.m. on June 20 for the Director's evaluation.

Fundraising: Melissa Konow will be at the Tea. Jane shared an idea for a performer.

**PUBLIC COMMENT**

None.

**UNFINISHED BUSINESS**

Statement of Economic Interest due May 1: Deanna reminded trustees of the deadline.

**NEW BUSINESS**

Resolution 2024-01: Resolution to Adopt a Non-Resident Library Card Fee: Based on the General Mathematical Formula, the new fee would be \$195.00. Trustee Backus moved the board adopt Resolution 2024-01. Motion carried, 6-0. Ayes-Kollmann, Backus, Carey, Severson, Helmers, Voss, Nays-0, Absent-McCartan.

Discussion regarding ViewScan microfilm reader: Deanna explained that all of the library's microfilm of the local papers has been digitized. These are available from the public computers in the library. The Illinois State Library Digitization Grant (currently inactive) would not have covered the cost of a microfilm reader. The cost of the ViewScan is \$10,000-\$11,000. Deanna will get input from the Historical Society and visit a library with the equipment to see its functionality.

**OTHER**


None.

**ADJOURNMENT**

Being no further business, the meeting was adjourned at 7:41 p.m.

Minutes submitted by Deanna Howard

*Approved as submitted, 5/16/24*

A handwritten signature in dark ink, appearing to be a stylized name with a long horizontal line extending to the right.