

Kewanee Public Library District  
Regular Meeting, August 14, 2023  
Community Room 4:00

**1. Call to order:**

Members Present: John Sayers, President; Ruth Kapacinkas, Vice President; Lea Eastman, Treasurer; Norma Good, Secretary; Sue Busenbark, (Jessica Fornander), Sarah Hughes. Absent: Vanessa Fite. Also present: Acting Director Kit Layman, Sarah Arnold, Amy Gould, and Rebecca Bacon.

President Sayers opened the meeting at 4:00. Kapacinkas moved that the agenda be approved. Consensus approved.

**2. Public Comments:** None

**3. Approval of the minutes:**

Secretary minutes for July 10, 2023, were reviewed. Eastman moved and Busenbark seconded that the minutes be approved as corrected. RESOLVED, THAT THE MINUTES FOR JULY 10, 2023, KEWANEE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING BE ACCEPTED. Motion passed.

**4. Budget Report:** Treasurer reviewed the budget. Reviewed certain expenditures and explained why the bill and talked about the balance sheet.

**5. Approval of bills.**

A motion was made Eastman and seconded by Good to approve the payment of payroll and bills as presented. RESOLVED, THAT THE PAYMENT OF THE PAYROLL IN THE AMOUNT OF \$41,539.10 AND BILLS IN THE AMOUNT OF \$43,247.02 BE ACCEPTED. Motion passed.

**6. Department Reports:**

Acting Director Layman presented her report. She highlighted each department. Susan Carlson helped the DAR with transferring records and they donated \$100 to the library. Programs were mentioned and upcoming ones noted. Hog Days will see a float in the parade and staff is also helping at the book sale. The Children's Department are starting a new Baby and Toddlers story time. All are busy getting back to school, getting ready for these upcoming projects and then following ones.

**7. New Board Member**

Jessica Fornander was given the oath of office.

**8. Old Business:**

The Decennial Committee on Local Government was discussed. President Sayers is going to prepare a booklet for the next meeting.

**9. New Business**

The Revised Budget was discussed. Eastman moved and Hughes seconded that it be accepted. RESOLVED, THAT THE REVISED 2023-2024 BUDGET BE APPROVED. Motion passed.

Good moved and Eastman seconded that Deb x be named outright agent for the IMRF. RESOLVED: DEB X BE NAMED OUTRIGHT AGENT FOR IMRF. Motion passed.

Eastman moved and Good seconded that the current credit card be closed and that the five board officers be named on the Business Authorization Resolution. RESOLVED, THAT THE BOARD OFFICERS BE LISTED ON THE BOARD AUTHORIZATION RESOLUTION.

Ordinances and upcoming public hearing notices sent to paper to be publicized.

Next Board Meeting: September 11, 2023, at 4:00.

Eastman moved and Fornander seconded going into closed executive session to discuss personnel at 4:48. RESOLVED, THAT THE BOARD GO INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTER. Motion passed.

Sayers moved and Eastman seconded coming out of Executive Session at 6:05. RESOLVED THAT EXECUTIVE BOARD SESSION BE CLOSED AND RETURN TO REGULAR MEETING. Motion passed.

Meeting opened at 6:05. No board action taken at this time. Meeting adjourned.

Norma Good, Secretary