

Kewanee Public Library District
Regular Meeting, November 13, 2023
Community Room 4:10

1. Call to order:

Members Present: John Sayers, President; Lea Eastman, Treasurer; Norma Good, Secretary; Ruth Kapacinskas, Vanessa Fite, and Jessica Fornander. Absent: Sarah Hughes. Also present: Acting Director Kit Layman, and Sara Billiet.

President Sayers opened the meeting at 4:00.

2. Public Comments: None

3. Approval of the minutes:

Secretary minutes for October 9, 2023, were reviewed. Sayers asked for any corrections, and hearing none asked for a voice vote. RESOLVED, THAT THE MINUTES FOR OCTOBER 9, 2023, KEWANEE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING BE ACCEPTED. Motion passed.

4. Budget Report: Treasurer reviewed the financial budget report. The balance sheets all match. Good moved and Fite seconded to update the Investment of Public Funds Policy and the Fund Balance Policy. Added Margaret Palmer account to first. Also changed second to 6 month CD. RESOLVED, THAT THE INVESTMENT OF PUBLIC FUNDS POLICY AND THE FUND BALANCE POLICY BE UPDATED AS EXPLAINED. Motion passed.

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 \$38,599.86 AND BILLS IN THE AMOUNT OF \$30,370.21 BE ACCEPTED. Motion passed.

6. Department Reports:

Acting Manager Layman presented her report. She reviewed activities for the month. Dr. Scott Kuffel chaired afternoon book club this month. Sue Sagmoen hosted a Halloween craft, which was popular. New cards added for kindergartners. New page is Atticus Kuster. Jared Gould resigned and had a letter presented to board. She highlighted upcoming dates. New website should be up in December and launch in January.

7. Old Business:

None.

9. New Business:

None

10. Correspondence:

None

11. Closed Session:

Fite moved and Fornander seconded to move to closed session at 4:30 re: Citation to section:2 © (1) Personnel. Approved by voice vote.

Kapacinskas moved and Fite seconded to come out of closed session at 5:15. Approved by voice vote.

Open session: no action taken.

11. Adjournment at 5:15.

Next board meeting: December 11, 2023.

Decennial Committee #3: December 11, 2023. Final report.

Norma Good, Secretary