

**BROWN COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
November 15, 2023 1:30 p.m.**

Vice President Scott called the meeting to order at 1:30 p.m. **Present:** Mary Anne Kerley, Heidi Scott, Margaret Scranton, Sharon Teefey, Linda Wade, Richard Young, Director. **Absent:** Jeremy Flynn, Alex Geisler

Motion by Teefey, second by Kerley to approve the Board of Trustees **October 18, 2023 minutes**. Motion carried.

Motion by Wade, second by Scranton to approve the **November 2023 bills**. Motion carried.

October Financial Statements (Budget Analysis & Management Report): Young
Marketing/Events Report: November 2023 (prepared by Sarah Worstell)

Director's Report: November 2023: Young
Monthly Statistics: October 2023

Committee Reports:

Finance Committee:

Personnel Committee:

Building/Grounds Committee: **New facility update:** There will be a monthly meeting of contractor, architect, owner. Financial report will be given to us, so that we can release needed monies. State reports will be sent in from us monthly.

OLD BUSINESS:

- FYI: Myers & Myers has filed the Annual Financial Report (AFR); audit will be complete by 11/15/23.
- Motion by Teefey, second by Wade to hire Myers & Myers to do the FY23 annual financial report for FY23, year ending June, 2023. Motion carried.

NEW BUSINESS

- FYI: **Special Board of Trustees meeting** scheduled for December 13, 2023, at 1:30 p.m.
- Motion by Scranton, second by Wade to **adopt Paid Leave for All Worker's Time Policy** to comply with State of Illinois Public Act. Motion carried.
- **2023 Staff wage and bonus reviews:**

Employ wages, effective Dec 2023; 2021 bonuses:


Faye Madsen	\$14.00	\$250.00 bonus
Sarah Worstell	\$15.25	\$250.00 bonus
Kim Lichtsinn	\$15.25	\$250.00 bonus
Richard Young	\$45,000	\$1500.00 bonus
Kyle Long		\$100.00 bonus

Motion by Scranton, second by Kerley. Roll call: Kerley- yes; Scott- yes; Scranton-yes; Teefey- yes; Wade- yes. Motion carried.

Next **regular meeting** date: January 17, 2024.

Meeting adjourned at 2:20 p.m.

Respectfully submitted,


Margaret W. Scranton
Secretary