

**Minutes of the Regular Meeting of the Board of Trustees  
of the Byron Public Library District  
May 11, 2022**

**Call to Order:**

The meeting was called to order at 5:32 pm by Barb Clubb. Board members present were Eric Arnquist, Elaine Breck, Barb Clubb, Sean Hosseini, Jill Grennan and Susan O'Neil. Also attending was Emily Porter, Director and Beth Murbach, Recording Secretary.

**Absent Members:** Rachel Hansen

**Visitors:** None

**Approval of Minutes:**

Mrs. O'Neil made a motion to approve the minutes of the Facilities Committee Meeting of April 13, 2022, Regular Board Meeting of April 13, 2022, the Finance Committee Meeting of April 20, 2022 and Design Committee Meeting of May 4, 2022. The motion was seconded and approved.

Elaine Breck arrived at 5:34 pm.

**Treasurer's Report and Monthly Bills:**

Mrs. Porter discussed distributed written reports. A motion to ratify the bills was made by Mrs. O'Neil. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 5-0: Mrs. Breck, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; Mr. Hosseini, yes; and Mrs. O'Neil, yes.

Eric Arnquist arrived at 5:42 pm.

**Librarian's Report:**

Mrs. Porter discussed distributed written reports. Mrs. Porter reported that the IDES made us a taxable employer for 2022. We owe \$2600. Mrs. Porter has made numerous phone calls to IDES and has applied for an appeal. In the meantime, the board directed Mrs. Porter to make payment but continue to appeal.

Mrs. Porter shared about her field trip with Mrs. McKay to four different libraries on May 10 to look at makerspaces. There wasn't a library that had a set-up exactly with what Mrs. Porter was looking for, but they were able to get questions answered and gather ideas.

**Trustee Reports:** None.

## **Committee Reports:**

- Finance Committee: Mrs. Grennan reported that we are still working on getting a new auditor. Mrs. Grennan said the committee worked on the special levy. Mrs. Porter and the committee went over the library's salary scale. Next Finance Committee meeting is scheduled for Wednesday, June 22 at 11:00 am.
- Operations Committee: None
- Executive Committee: Scheduled for Monday, May 16 at 1:00 pm.
- Facilities Management Committee: None
- Design Committee: Mrs. Clubb reported that Dewberry went over the renovation plans at the Design Committee meeting on May 4, 2022.

## **Unfinished Business:**

- Renovation Update: Mrs. Porter went over decisions that were made about renovations.

## **New Business:**

- Signature cards for Byron Bank: Mrs. Porter had board members, in attendance, sign the Byron Bank signature cards.
- Covid 19 Policies: Mrs. O'Neil made a motion to accept the dismissal of Covid 19 Policies with the exception of the mask policy. The motion was seconded and approved.
- Meeting Room Policy: Mr. Hosseini made a motion to accept the revised Meeting Room Policy. The motion was seconded and approved.
- New salary ranges: Mrs. Breck made a motion to accept the new salary ranges. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb 6-0. Mr. Arnquist, yes; Mrs. Breck, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; Mr. Hosseini, yes; and Mrs. O'Neil, yes.

A motion to adjourn the meeting was made by Mrs. O'Neil and seconded. The meeting adjourned at 6:35 pm.

Respectfully submitted,  
Beth Murbach  
Recording Secretary