

**Minutes of the Regular Meeting of the Board of Trustees
of the Byron Public Library District
August 9, 2023**

Call to Order:

The meeting was called to order at 5:31 pm by Barb Clubb. Board members present were Elaine Breck, Barb Clubb, Jill Grennan, Rachel Hansen, Sean Hosseini and Susan O'Neil. Also attending was Emily Porter, Director and Beth Murbach, Recording Secretary.

Absent Members: Eric Arnquist

Visitors: None

Approval of Minutes:

Mr. Hosseini made a motion to approve the minutes of the Regular Board Meeting of July 12, 2023. The motion was seconded and approved.

Rachel Hansen 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; 6-0: Mrs. Breck, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; Dr. Hansen, yes; Mr. Hosseini, yes; and Mrs. O'Neil, yes.

A motion to pay \$275,701.38 to Byron Bank for our line of credit was made by Mrs. O'Neil. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 6-0: Mrs. Breck, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; Dr. Hansen, yes; Mr. Hosseini, yes; and Mrs. O'Neil, yes.

Librarian's Report:

Mrs. Porter discussed distributed written reports. Mrs. Porter shared that she was pleased with our summer reading program. She further stated that our program attendance has doubled from last year. Mrs. Porter will not be here for the November board meeting. The November board meeting is cancelled.

Trustee Reports: None

Committee Reports:

- Decennial Committee: Scheduled for September 13 during the regular board meeting.
- Finance Committee: Budget hearing scheduled for September 13 at 5:15 PM.

Approved September 13, 2023

- Operations Committee: None
- Executive Committee: None
- Facilities Management Committee: None
- IPLAR Review of Minutes: Scheduled for August 29, 2023 at 10:00 am.

Unfinished Business:

- Renovation update: The final inspection was today. Door hardware has been installed.

New Business:

- Committee Slate FY 24: The board went over the Committee Slate FY24.
- Department Coordinator Job Description: A motion to approve the Department Coordinator job description was made by Mrs. Breck. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 6-0: Mrs. Breck, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; Dr. Hansen, yes; Mr. Hosseini, yes; and Mrs. O'Neil, yes.
- Revised Salary Scale: A motion to accept the revised salary scale was made by Mrs. O'Neil. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 6-0: Mrs. Breck, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; Dr. Hansen, yes; Mr. Hosseini, yes; and Mrs. O'Neil, yes.
- Holidays 2024: A motion to accept the amended Holidays 2024 was made by Mrs. O'Neil. The motion was seconded and approved.

A motion to adjourn the meeting was made by Mr. Hosseini and seconded. The meeting adjourned at 6:34 pm.

Respectfully submitted,
Beth Murbach
Recording Secretary