

**Minutes of the Regular Meeting of the Board of Trustees
of the Byron Public Library District
December 20, 2023**

Call to Order:

The meeting was called to order at 5:49 pm by Barb Clubb. Board members present were Eric Arnquist, Barb Clubb, Jill Grennan and Sean Hosseini. Also attending was Emily Porter, Director and Beth Murbach, Recording Secretary.

Absent Members: Elaine Breck, Rachel Hansen and Susan O'Neil

Visitors: Audrey Moon

Approval of Minutes:

Mr. Arnquist made a motion to approve the minutes of the Regular Board Meeting of October 11, 2023. The motion was seconded and approved.

Treasurer's Report and Monthly Bills:

Mrs. Porter discussed distributed written reports. A motion to ratify the bills was made by Mrs. Grennan. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 4-0: Mr. Arnquist, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; Mr. Hosseini, yes.

Librarian's Report:

Mrs. Porter discussed distributed written reports. Mrs. Porter reported that there have been some staffing changes, due to a full time employee moving away and another part time employee gaining hours at their other job. Mrs. Porter shared that the motion detector in the new area shuts off too often. There was discussion about rectifying the problem. Mrs. Porter will look into it further.

Trustee Reports: Mrs. Grennan reported that a mother had shared with her how much her teen enjoyed our teen programs.

Committee Reports:

- Decennial Committee: A committee meeting was held. See committee minutes.

Audrey Moon left at 6:07 pm.

- Finance Committee: None
- Operations Committee: None
- Executive Committee: None

Approved January 10, 2024

- Facilities Management Committee: None

Unfinished Business:

None

New Business:

- Decennial Committee Final Report –The Decennial Committee recommended the approval of the Decennial Committee Final Report. The motion was approved by a roll call vote initiated by Mrs. Clubb: 4-0; Mr. Arnquist, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; and Mr. Hosseini, yes.
- Vacation/Sick/PTO Policy – Mrs. Porter went over the changes to this policy. A motion to accept the Vacation/Sick/PTO Policy was made by Mr. Hosseini. Motion was seconded and approved.
- Dewberry Capital Renewal Plan proposal – A motion to accept the Dewberry Capital Renewal Plan proposal was made by Mr. Hosseini with having a start date of July, 2024. Motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 4-0: Mr. Arnquist, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; and Mr. Hosseini, yes.
- Klonicki Consulting Strategic Plan proposal – A motion to accept the Klonicki Consulting Strategic Plan proposal was made by Mr. Arnquist. Motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 4-0: Mr. Arnquist, yes; Mrs. Clubb, yes; Mrs. Grennan, yes and Mr. Hosseini, yes.

A motion to adjourn the meeting was made by Mr. Hosseini and seconded. The meeting adjourned at 6:21 pm.

Respectfully submitted,
Beth Murbach
Recording Secretary