

**Minutes of the Regular Meeting of the Board of Trustees
of the Byron Public Library District
June 12, 2024**

Call to Order:

The meeting was called to order at 5:33 pm by Susan O'Neil. Board members present were Elaine Breck, 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 and Barb Club

Visitors: None

Mrs. O'Neil made a motion to change the agenda to have the executive session at the beginning of the meeting instead of the end. Mrs. Breck seconded the motion. The motion was seconded and approved.

Approval of Minutes:

Mrs. Breck made a motion to approve the minutes of the Regular Board Meeting of May 8, 2024; Executive Committee on May 21, 2024; Finance Committee on May 22, 2024; Executive Committee May 29, 2024 and Operations Committee on June 11, 2024. 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. Breck. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. O'Neil; 5-0: Mrs. Breck, yes; Mrs. Grennan, yes; Dr. Hansen, yes; Mr. Hosseini, yes and Mrs. O'Neil, yes.

Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body (5 ILCS 120/2(c)(1)) And the minutes of meetings lawfully closed under the Open Meetings Act (5 ILCS 120/2(c)(21))

The board went into executive session at 5:45 pm. Executive session ended at 6:47 pm.

Librarian's Report:

Mrs. Porter discussed distributed written reports.

Trustee Reports: None

Committee Reports

- Finance Committee:

- Operations Committee: Meeting scheduled on July 2, 2024 at 11:00 am.
- Executive Committee: Meeting scheduled on June 17, 2024 at 11:30 am.
- Facilities Management Committee:

Unfinished Business:

New Business:

- Strategic Plan 2024-2027 – A motion to accept the Strategic Plan 2024-2027 was made by Mr. Hosseini. The motion was seconded and approved.
- Budget FY25 – A motion to accept the Budget FY25 was made by Mrs. Breck. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. O’Neil; 5-0: Mrs. Breck, yes; Mrs. Grennan, yes; Dr. Hansen, yes; Mr. Hosseini, yes; and Mrs. O’Neil, yes.
- Salary Scale – A motion to accept the salary scale was made by Mrs. Breck. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. O’Neil; 5-0: Mrs. Breck, yes; Mrs. Grennan, yes; Dr. Hansen, yes; Mr. Hosseini, yes; and Mrs. O’Neil, yes.
- Workroom quotes – Kasewurx, Carpetland, Updesk. A motion to accept the workroom quotes as presented in the amount of \$25,838 was made by Mrs. Breck. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. O’Neil; 5-0: Mrs. Breck, yes; Mrs. Grennan, yes; Dr. Hansen, yes; Mr. Hosseini, yes and Mrs. O’Neil, yes.
- Grievance Policy, Emergency Closing Policy and Director Evaluation Policy – Mrs. Breck asked to table the policies until the next board meeting.
- Non-Resident Fee Ordinance 2024-1 – A motion to accept the Non-Resident Fee Ordinance was made by Mrs. Breck. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. O’Neil; 5-0: Mrs. Breck, yes; Mrs. Grennan, yes; Dr. Hansen, yes; Mr. Hosseini, yes and Mrs. O’Neil, yes.
- Board Meeting Dates Ordinance 2024-2 – A motion to accept the Board Meeting Dates Ordinance 2024-2 with the exception of changing the October 9, 2024 meeting to October 16, 2024 was made by Mrs. Breck. The motion was seconded and approved.

Adjournment

A motion to adjourn the meeting was made by Mr. Hosseini and seconded. The meeting adjourned at 7:12 pm.

Respectfully submitted,
Beth Murbach
Recording Secretary