

**PLANO COMMUNITY LIBRARY DISTRICT
JUNE 20, 2024 REGULAR BOARD MEETING
HELD IN THE LOWER-LEVEL MEETING ROOM**

President Jane Voss called the meeting to order at 7:02 p.m. Present were Trustees Cecelia Carey, Denise Helmers, and John McCartan. Library Director Deanna Howard was also present. Trustees Christine Backus, Natalie Kollmann and Gayle Severson were absent. Trustee Backus arrived at 7:05 p.m.

Trustee Carey was appointed Secretary Pro Tempore.

MINUTES

Approve May 16, 2024 Finance Committee Meeting Minutes: Trustee Voss noted a correction to the minutes. Trustee Helmers moved the minutes of the May 16, 2024 Finance Committee Meeting be approved as corrected. Motion carried, 4-0. Ayes-4, Nays-0, Absent-3.

Approve May 16, 2024 Regular Board Meeting Minutes: Trustee Carey moved the minutes of the May 16, 2024 Regular Board Meeting be approved as submitted. Motion carried, 4-0. Ayes-4, Nays-0, Absent-3.

Trustee Backus arrived.

CORRESPONDENCE

FY 2024 Per Capita Grant Award Letter: The Library will receive a Fiscal Year 2024 Per Capita Grant in the amount of \$20,926.62.

FINANCIAL REPORT

Approve May 2024 Financial Statements: Trustee Backus reported Operating Fund receipts for May 2024 totaled \$52,521. Of that amount, \$36,983 was from property taxes, \$13,326 was from replacement taxes, \$1,460 from interest, and the remainder was from faxing, copy and print fees. Total Operating Fund expenses for the month were \$77,454. Trustee McCartan moved the May 2024 Financial Statements be approved. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

Approve June 20, 2024 Bills: Trustee Backus reported bills for June 20th totaled \$23,925. Of that amount, \$20,372 was paid from the Operating Fund, \$2,086 from the Building & Maintenance Fund, \$41 from the Memorial Fund, and \$1,425 from the Donation Fund. Major expenses for the month were \$6,491 to Auto Owners Insurance, \$1,763 to A Corporate Printing Service for the newsletter, and \$1,548 to Nicor for heating. Trustee Backus moved the June 20, 2024 bills be approved. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

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DIRECTOR'S REPORT

Deanna reported that we saw about 350 students/parents during the Kindergarten and 3rd Grade class visits in May. Summer Reading started on June 1. We have 289 kids, 26 teens, and 213 adults registered for the program. Andie Groff, of The Chocolate Shoppe, gave a fantastic presentation last week. 28 people attended and sampled 12 chocolates from around the world. We had full attendance at our June Kids' painting class, 80 attended the Magic Show, and 35 attended the Chicken Storytime.

COMMITTEE REPORTS

Building and Grounds: None.

Finance: None.

Personnel and Policy: The Committee met before the Board Meeting and completed the Director's evaluation.

Fundraising: A presenter for the 2025 Christmas Tea has been selected.

UNFINISHED BUSINESS

None.

PUBLIC COMMENT

None.

NEW BUSINESS

Adopt Ordinance 2024-01, Meeting Schedule for FY 2024-2025: The Ordinance sets the meeting schedule for 7:00 p.m. on the third Thursday of each month, with the exception of December. Trustee Carey moved the Board adopt Ordinance 2024-01. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

President Appoints Secretary's Audit Committee for Annual Report: Trustees Voss and Backus will serve on the Audit Committee. The Committee will meet immediately following the July 18 Regular Board Meeting.

Approve Transfer from the Corporate Fund the IMRF Fund: Trustee Helmers moved the Board transfer \$22,000 from the Corporate Fund to the IMRF Fund. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

Approve Transfer from the Corporate Fund the Social Security Fund: Trustee Backus moved the Board transfer \$14,000 from the Corporate Fund to the Social Security Fund. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

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Approve Director's Raise, effective June 23, 2024: The Personnel & Policy Committee recommends a 5% raise. Trustee McCartan moved the Board approve a 5% raise for the Director, effective June 23, 2024. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

Adopt Ordinance 2024-02, Tentative Budget & Appropriations Ordinance: Director Howard reviewed a recent article regarding the impact the Meta Data Center had on tax revenue for DeKalb County units of government. A data center has been approved for Plano, and this is a real-life example of why the library levies a high amount to capture new growth in the district. Trustee Backus moved the Adopt Ordinance 2024-02. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2. A notice will be published in the paper regarding the August 15 hearing, and the ordinance will be available for public inspection at the library.

OTHER

None.

ADJOURNMENT

Being no further business, the meeting was adjourned at 7:24 p.m.

Minutes submitted by Deanna Howard

Approved as submitted, 7/18/24

Gayle S. Sasser