

**PLANO COMMUNITY LIBRARY DISTRICT
FEBRUARY 20, 2025 7:00 P.M.
REGULAR BOARD MEETING
HELD IN THE LOWER-LEVEL MEETING ROOM**

CALL TO ORDER

Vice President Cecelia Carey called the meeting to order at 7:00 p.m.

ROLL CALL

Present were Trustees Christine Backus, Cecelia Carey, Denise Helmers, John McCartan, and Gayle Severson. Trustees Natalie Kollmann and Jane Voss were absent. Library Director Deanna Howard was present. Trustee Natalie Kollmann arrived at 7:07 p.m.

MINUTES

Approve January 16, 2025 Regular Board Meeting Minutes: Trustee Severson moved the minutes of the January 16, 2025 Regular Board Meeting be approved as submitted. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

CORRESPONDENCE

Deanna noted there were three emails from Barb Petry included in the board packets.

FINANCIAL REPORT

Approve January 2025 Financial Statements: Trustee Backus reported Operating Fund receipts for January 2025 totaled \$2,445. Of that amount, \$1,333 was from interest, \$416 from fax, \$676 from copy and print fees, and \$20 from other income. Total Operating Fund expenses for the month were \$91,542. Trustee Helmers moved the January 2025 Financial Statements be approved. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

Approve February 20, 2025 Bills: Trustee Backus reported bills for February 20 totaled \$80,795. Of that amount, \$70,209 was paid from the Operating Fund, \$6,615 from the Building & Maintenance Fund, \$3,175 from the Per Capita Grant Fund, \$396 from the Donation Fund, \$303 from Staff Reimbursement, and \$96 from the Memorial Fund. Major expenses for the month were \$38,435 to Integrated Control Technologies for HVAC VAV controller upgrades, \$5,637 to Cincinnati Insurance, \$4,532 to Petite Palette for December and January programs for adults and kids, \$4,251 to Dynegy for electricity, and \$3,058 to Amazon for books. Trustee Backus moved the February 20, 2025 bills be approved. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

DIRECTOR'S REPORT

10 people attended the January Blood Drive. The Kids' Pizza & Pages programs each have a great, steady group of students attending. Deanna completed annual training for the Open Meetings Act and Freedom of Information Act. The annual burglar alarm inspection was completed. Deanna noted the monthly eResources checkouts of 1,039 in January is the highest we've had. These are items checked out through Libby and eRead Illinois.

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In January we celebrated the 1st Anniversaries of John and Anita, who both work at the Checkout Desk. The Friends of the Library met on February 1. They will be hosting a staff appreciation lunch next week. Ruth Morello has stepped down as the President and Hannah Carlson was elected as the new President.

Trustee Kollmann arrived at 7:07 p.m.

COMMITTEE REPORTS

Building and Grounds: None.

Finance: The Committee met before the board meeting to go over the FY 24-25 Revised Operating Budget.

Personnel and Policy: None.

Fundraising: Ceil mentioned a few details about the next Christmas Tea.

PUBLIC COMMENT

Public comments were given.

UNFINISHED BUSINESS

Statement of Economic Interest due May 1, 2025: Deanna noted the everyone should have received the paperwork in the mail. If anyone prefers to file online, they can provide the County Clerk with their email address.

NEW BUSINESS

Approve FY 24-25 Revised Operating Budget: Trustee Backus reviewed the revisions. Replacement tax revenue has been reduced by \$15,000 based on the estimate now available from the State. Salaries are reduced because of vacant positions. Recordings and DVDs were reduced because less new material is coming out in these formats. The budget for electricity was increased. The repairs budget was increased for the HVAC VAV controller upgrade project. Some other repairs already completed this year will be reclassified to the Building & Maintenance Fund. Professional Services and Computer Expense were reduced. Program Expense was increased to reflect our program offerings. Insurance was increased due anticipated increased costs. Interest expense for the mortgage was increased a little, and expenses for Equipment and Furnishings were reduced. The anticipated balance at the end of the year is \$500. Trustee McCartan moved the FY 24-25 Revised Operating Budget be approved. Motion carried, 6-0. Ayes-Backus, Carey, Helmers, Kollmann, McCartan, Severson, Nays-0, Absent-Voss.

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Consent to transfer TMF Management LLC's Property Tax Abatement to the Purchasers of the Property: Deanna noted in the Fall of 2023 all taxing bodies approved the property tax abatement agreement with TMF Management. The property has been sold to new owners, who are requesting the abatement be extended to them. The length and terms of the agreement were noted. Trustee Backus moved the tax abatement for TMF Management LLC be transferred to the Purchasers of the Property. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

OTHER

None.

ADJOURNMENT

Being no further business, the meeting was adjourned at 7:20 p.m.

Minutes submitted by Deanna Howard

Approved as submitted, 3/20/25