

January 11, 2022

The Colona District Library Board met with Hughes, Koska, Massarolo, Rieger, White, and Director Hoste physically present. Clark and Rizzolo were absent.

The regular meeting was called to order at 6:30 p.m. at the Colona District Library by Hughes. There were no visitors.

The December 7, 2021 meeting minutes were approved by consensus.

The Treasurer's report for December was reviewed. It was reported \$4,000 was received from the Lowell Johnson Foundation. It was noted mints, popcorn, and Christmas bags were purchased to be distributed to patrons. Fire extinguishers were checked. We have received most of the money for the corporate revenue. Hoste stated she was going to review Maintenance supplies and Building improvements because not much has been spent in those areas. Rieger stated she had reviewed the statements and there were no concerns. The December Treasurer's report was approved by consensus.

Youth Services' Report – Hoste presented the Youth Service's report from December. The library was decorated for Christmas. A special Santa mailbox was set up and there were 40 participants. There were 46 in attendance at the December story times. Plans are starting to be made for the Summer reading program.

Director's Report - Hoste presented the Director's report for January. The Illinois Department of Public Health had their first vaccination clinic at the library. There were ten people. Two movie nights were held with no one in attendance. Our contract expires in December 2022. The library will try some nights in the summer. The levy has been received and filed. The ILLINET survey has been completed.

The Youth Services' report and Director's report were approved by consensus.

Old Business – Money Market – Hoste reported she and Rieger had reviewed the different types of savings and certificates of deposit and the interest rate of each. There was discussion regarding moving some money from the checking to a money market account. It was recommended Hoste work with Clark, the treasurer, and transfer some money from the checking account to a money market account leaving approximately \$100,000 in checking. The Director and Treasurer can watch the accounts and transfer some back to checking if needed.

New Business – Library Use Policy – The Library Use Policy was reviewed by Koska and Hoste. There were some minor changes regarding the amount of fines, etc. The Library Use Policy was approved as revised.

Patron Confidentiality Policy – The Patron Confidentiality Policy was reviewed by Massarolo and Hoste. There were no changes. The Patron Confidentiality Policy was approved as reviewed.

Patron Behavior Policy – The Patron Behavior Policy was reviewed by Massarolo and Hoste. There were no changes. The Patron Behavior Policy was approved as reviewed.

50th Anniversary - Hoste reported the Library's 50th anniversary would be this year. She thought the official day was May 2. She presented several ideas on how to celebrate it. It was felt they were all good recommendations. There was also discussion about participating the Colona Memorial Day parade if one was held. Hoste will continue to pursue the celebration ideas.

Tuition Reimbursement – Hoste presented her transcript and payment for tuition. Koska made a motion to reimburse Hoste for 75% of her tuition cost. White seconded the motion. A roll call was made and all present were in favor. The motion passed.

Assign Freedom of Information Act – Hughes will review the Freedom of Information Act for the March meeting.

Assign Blood Borne Pathogens – Koska will review the Blood Borne Pathogens for the March meeting.

Further Business – None.

The meeting was adjourned at 7:10 p.m.

Respectfully submitted,

Charlene Massarolo, Secretary

The next regularly scheduled meeting will be held on March 8, 2022 at 6:30 p.m.