

**MORTON PUBLIC LIBRARY DISTRICT  
October 12, 2022**

The Morton Public Library District Board meeting was called to order at 4:30 p.m. Director Williams and board members Turner, Keach, Riesberg, Hilliard and Thompson were present. Gryl was absent. Ropp joined at 4:40, after the minutes from the August Board meeting were reviewed.

**TRUTH IN TAXATION HEARING**

The Morton Public Library District Truth in Taxation Hearing was opened at 4:15 pm and closed at 4:30 pm. No comments were made during the open hearing.

**PUBLIC COMMENT**

Nancy Kemig appeared for a staff introduction. She began working at the circulation desk in 2018 and currently works at the front desk two days a week. Nancy helped create the MPL Info Tent at the Morton Pumpkin Festival and designed the 2019 T-Shirt. She also uses her creative skills to design book displays. Nancy has been a part of streamlining library processes and devising solutions.

**MINUTES**

**The minutes from the August 10, 2022 Board Meeting were approved as submitted**

**TREASURER'S REPORT**

Director Williams noted that the audit would be available for review and approval in November. No further report was delivered due to the fact that the audit was not yet complete.

	October 2022
Invoices Paid	\$46,435.11
Ameren Illinois	741.71
I3 Broadband	386.29
IT360, Inc.	2,425.90
Morton Utilities	233.20
Total Bills:	\$50,222.21
Director	7,183.18
Staff	32,096.18
Payroll Totals:	\$39,279.36
Employer IMRF	\$3,657.63
Employer FICA	\$3,004.88

**Keach moved and Turner seconded to ratify the payment of the September bills, which were signed by Thompson and Gryl. The motion carried unanimously.**

**Ropp moved and Thompson seconded that that the October bills be paid. A roll call vote was held. The motion carried unanimously.**

**DIRECTOR'S REPORT**

Director Williams reported that the library was on track with addressing the objectives from the strategic plan. In addition, the marketing plan is due to be completed by December. Williams noted that the Community Survey results indicated that patrons find the early closing in the

summer inconvenient, and that they would like more evening and Saturday programming for children. Petitions were distributed to Gryl, Thompson, Ropp, all of whom are running for a full term, and to Hilliard who is running for the remainder of an uncompleted term.

Director Williams also distributed her Self Evaluation as part of the Director's Evaluation process. **Ropp moved and Thompson seconded that the November 16<sup>th</sup> Board Meeting begin at 4 pm with a closed meeting for the purpose of the Director's Review. The motion carried unanimously.**

#### NEW BUSINESS

The original self-checkout machine that was in the children's section stopped working and cannot be repaired. **Keach moved and Riesberg seconded to purchase a tabletop self-checkout machine for the children's section. A roll call vote was held. The motion carried unanimously.**

**Hilliard moved and Ropp seconded the approval of Ordinance No.22-3 levying and assessing municipal tax for the library district. The motion carried unanimously.**

The Board completed the Library Standards Review that it began at last month's meeting.

**Thompson moved and Keach seconded to approve the library's snow removal contract with Dave Mitchell. The motion carried unanimously.**

**Keach moved and Hilliard seconded to approve the disposal of certain library property no longer in use. The motion carried unanimously.**

The Board reviewed the list of closed meeting minutes included in the board packet. **Ropp moved and Riesberg seconded to keep the minutes from these sessions closed. The motion carried unanimously.**

**Turner moved and Ropp seconded to dispose of the recordings from Zoom board meetings May 13, 2020 and August 12, 2020 and the closed meeting recording from November 11, 2020. The motion carried unanimously.**

#### OLD BUSINESS

**Turner moved and Riesberg seconded to approve the Alcohol Policy with the minor grammatical changes proposed. The motion carried unanimously.**

#### OTHER BUSINESS

Director Williams updated the Board on the staffing situation. She conducted an Employee Satisfaction survey and intends rework job descriptions and possibly fill some openings by hiring from within.

There being no further business, the meeting adjourned at 5:53 pm.

Respectfully submitted,  
Heather W. Thompson, Secretary

The next meeting will be held Wednesday, November 16<sup>th</sup> at 4:00 pm.