

# MANHATTAN-ELWOOD PUBLIC LIBRARY DISTRICT BOARD MINUTES

240 Whitson Street \* Manhattan \* IL \* 60442

November 27, 2023

The regular meeting of the Board of Trustees, Manhattan-Elwood Public Library District was called to order at 4:29 pm.

**ROLL CALL:** Present: (voting members): Keri English, Amanda Dearing, Tom Murray, Jan Krekel(late), Sharon Gill, Patti Blatti

Library Staff: Ashley Hopper, Director; Marcy Juarez, Business/HR Manager

**CHANGES TO AGENDA:** Move Decennial Committee to top of the agenda.

**PUBLIC COMMENT:** None.

**AUDIENCE TO VISITORS:**

**MINUTES:** Minutes from October 23, 2023 board meeting were accepted as presented with a motion made by Trustee Blatti and seconded by Trustee English. The motion passed unanimously with a roll call vote.

**CORRESPONDENCE:** - Will County Clerk letter dated November 15, 2023.

**FINANCIAL REPORTS:** October financials will be filed as presented. A motion was made by Trustee English, seconded by Trustee Blatti. The motion passed unanimously with a roll call vote.

**PAYMENT OF SPECIAL BILLS:** None.

**DIRECTOR'S REPORT:** Given by Director Hopper.

**COMMITTEES:**

- **Budget Committee-** None
- **Serving Our Public-** Trustee Krekel gave an overview of chapters 10-13.

**OLD BUSINESS:**

- **Elwood Construction Update** - Brick repair work has been completed. Windows and doors have been started. Glass for the areas still needs to be installed. Adler Roofing has been contacted regarding a start date.

**NEW BUSINESS:**

- **Decennial Committee** - A draft report has been put together with all the requirements from the state. A final report will be submitted for approval at the June or July Board meeting.
- **Elwood Plan Revisions** - Architect will move forward with the rebid process. The bid packet should be ready for vote in December.
- **Agreement Confirming Terms of Real Estate Donation-** tabled. Waiting on a Phase I inspection of the land.
- **Policy Changes- Paid Leave For All Policy** - There was a motion to write in an accrual method for the paid leave policy that will go into effect January 1, 2024. The motion was made by Trustee English and seconded by Trustee Blatti. The motion passed unanimously with a roll call vote.
- **Financial Changes-** One of the CDs at Old Plank has expired. The money will be rolled over into the current money market account. A motion was made by Trustee English and seconded by Trustee Dearing. The motion passed unanimously with a roll call vote.
- **2024 Closed Dates** - A motion was made to approve the proposed closed dates for 2024. The motion was made by Trustee Gill and seconded by Trustee English. The motion passed unanimously with a roll call vote.
- **Board Comments** - The Dino-party was a hit!
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**ADJOURNMENT:**

The meeting adjourned at 6:12 PM.

Respectively submitted,

Marcy Juarez, Administrative Assistant