

**Roxana Public Library District
Board of Trustees Minutes
August 1, 2023**

The regular meeting of the Roxana Public Library was called to order by President Diane Herndon, at 5:52 PM at 200 North Central Avenue Roxana, IL 62084.

Members Present:

Diane Herndon, Lindsey Jensen, Vickie Johnson, Bethany Martin, Cecily Meador, Megan Palme
Library Director: Jamie Wells
Members Absent: None

Johnson/Herndon moved to approve the June 2023 board meeting minutes.

CARRIED

FINANCIAL:

The board reviewed the financial reports.
Martin/Palme moved to pay the unpaid bills.

CARRIED

Johnson/Meador moved to make the tentative Budget and Appropriations Ordinance 2022/2023-01 available for public inspection. A special meeting to approve the Budget and Appropriations Ordinance 2023/2024-01 is scheduled for September 5 at 5:15. **CARRIED**

Johnson/Meador moved to approve staff raises. Wells, Hogan and Harvey received a 5% raise. Davis hourly wage increased to \$16.50, Library Clerks increased to \$15.50 and Library Pages increased to \$14.00

CARRIED

BUILDING AND GROUNDS:

The board discussed improvements to the library building. And discussed grants that would help the construction costs.

The LED sign needs a software upgrade. Director Wells will move forward with the upgrade.

POLICY AND PROCEDURES:

The board reviewed the executive sessions minutes and release of same. No executive minutes were released.

Johnson/Herndon moved to ban a juvenile patron for the period of three months.

CARRIED

The board has found a new appointee. The new appointee will be seated at the September 2023 meeting.

DIRECTOR'S REPORT:

Director Wells reported on the attendance numbers for the 2023 Summer Reading Program.

A letter from a community member was read to the board. The letter thanked the board and library staff for all the Summer Reading programs.

The yearly audit from the firm Scheffel Boyle is set for August 28 and 29.

A representative from the State Archive Department will be at the library to issue a disposal certificate.

A new staff member Kaden Johnson was hired to fill the vacant Clerk position.

Director Wells discussed the upcoming August library events.

OLD BUSINESS:

NEW BUSINESS:

The meeting was adjourned at 6:55P.M. The next regular meeting will be held September 5, 2023, at 5:30 P.M. Respectfully Submitted, Vickie Johnson, Secretary/Treasurer