Hinckley Public Library District

Board of Trustees Meeting Minutes

February 14, 2022

Due to Governor Pritzker’s COVID-19 disaster proclamation still being in effect and the high rates of infection in the community, board vice president Arlen Carls determined that it was not practical or prudent to hold a fully in-person board meeting.

At 7:00 PM, vice president Arlen Carls called the meeting to order. Members present in the room: Arlen Carls, Carol Kohler, Kari McMurtrie, Tom Lang, and Fran Kriesch. Member attending virtually: Amie Carey. Karen Yaggie was absent.

Approval of Minutes

 The minutes from the meeting on January 10, 2022 were approved as presented.

Comments from the Public

 There were no public comments.

Secretary’s Report

 The 4th Quarter 2021 Illinois Funds Performance Update was presented.

Treasurer’s Report

 The replacement tax money was received from the township. The 6-month treasurer’s treasurer’s report was printed from QuickBooks and presented in the board packet.

Approval and Payment of Bills

 A motion to approve and pay all bills was made by Amie and seconded by Kari. This passed unanimously on a roll call vote.

Director’s Report-Rylie Roubal

 The 2020 Census numbers are available. The library district lost 3% of its population, with a decrease from 2,802 to 2,717. This reduces the annual Per Capita Grant amount.

 The library district covers the same boundaries as Squaw Grove Township.

Rylie attended a focus group at HBR high school to discuss school/community relations.

Select Students, parents, and community representatives gathered in the high school.

Only three community representatives attended, but their voices were heard. The

school was asked to allow in volunteers and be more open with communication.

Rylie attended a new “Big Rock Area” library networking group for local library directors. The group will meet quarterly. The first meeting was held at Sugar Grove with an introduction to each other’s library sizes, staffing issues, grant opportunities, etc.

Rylie has been downsizing the library’s collection of paperwork. She is considering digitizing historical board meeting minutes and agendas. She filled out a disposal certificate with the Illinois State Archives in order to dispose of records that have passed their required retention time.

The library and the Hinckley Historical Society held a program about heritage recipes. 29 people attended. 35 teens attended the first Teen Takeover Day, playing board games, making art, and eating snacks. Book club met in person with a virtual attendance option. Dungeons and dragons is meeting virtually, but will have an all-day in-person event at the end of February. The Valentine’s coloring contest was popular. February take and make crafts were given out.

Hinckley patrons checked out 141 items (up from 132) in Overdrive.

The Friends of the Library have $2,132.22. They had income of $48.10 from book sales and $163.62 from Thriftbooks since last meeting.

Lisa Carter reports that 63 children attended story time in January. Attendance has been greater in the afternoon. The kids have been water painting in the mornings. The afternoon sessions have a more advanced craft since the population is a little older. The Valentine’s take home kits were popular. Clifford the Big Red Dog will be shown over spring break.

Library statistics were presented.

Unfinished Business

 The Live and Learn Grant application was submitted. The grant amount is $125,000.

 Acceptance/denial status might be known by April.

 The DCEO Main Streets Grant was previously submitted. This grant is up to $1.7 million.

The environmental study results are back, along with cost estimates for asbestos abatement of floor tile and mastic, linoleum, vinyl baseboard, window glazing, and roofing system. The estimate ranges from $67,500-$93,500 for the asbestos abatement.

Architect Andrew Dogan presented some floor plan updates. It is a flexible, open floor plan, observable from one point. It will need drinking fountains added and maybe some additional closets in the meeting room. He will continue to develop more elaborative illustrations.

Mr. Dogan also presented three separate exterior options. Option one has a larger, more well defined (possibly brick) canopy entrance. Option two has a more simple covered canopy entrance. Option three has a smaller, more rounded canopy entrance with upper windows above the vestibule. A mural could be painted or applied to the western side of the building. Exterior option one was generally favored, but the greater cost for this entrance could be prohibitive.

New Business

The topic of destroying outdated closed session recordings was discussed. Minutes for the listed sessions have been approved and more than 18 months has passed since the meetings. A motion was made by Kari to destroy verbatim recordings from closed sessions dated 1/11/2010, 2/8/2010, 6/21/2010, 6/9/2014, and 6/8/2015, and seconded by Carol. This passed unanimously on a roll call vote.

The Board discussed whether to sell, donate, or discard the old computers, monitors, keyboards, and mice that were outdated and recently replaced. The hard drives were removed from the computers. It was discussed that the items should be sold “as-is” with no tech support or help attached to the sale. Carol made a motion to adopt Resolution 22-02 “A Resolution Declaring Selected Library Furniture, Furnishings, Equipment, and Supplies to Be Surplus Property, and Authorizing the Disposition of the Surplus Property.” Tom seconded this motion. This passed unanimously on a roll call vote.

Other Business

 No other business was discussed.

The meeting was adjourned at 8:30.