Hinckley Public Library District

Board of Trustees Meeting Minutes

February 13, 2023

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

At 7:01 pm, President Karen Yaggie called the meeting to order.

Trustees present: Karen Yaggie, Arlen Carls, Kari McMurtrie, Carol Kohler, Fran Kriesch, Tom Lang

Trustee participating virtually: Amie Carey

**Approval of Minutes**

Minutes from the regular Board of Trustees Meeting on January 9, 2023 were approved as presented.

**Comments From the Public**

There were no comments from the public.

**Secretary’s Report**

There was no correspondence.

**Treasurer’s Report**

January 2023: The Board reviewed the financial reports from the last month. Total revenue is over the anticipated budget. Arlen moved to approve the financial reports and pay the necessary bills, and Kari seconded. The motion passed unanimously on a roll call vote.

**Director’s Report**

Fundraising Update: Rylie received an email regarding the $750,000 grant from Rep. Lauren Underwood’s office, which included a mandate of a full environmental review before any funds are used on the building project. Rylie is researching how to complete that step. Rylie expects to hear back in spring regarding an additional grant she submitted through the Meta Data Center. Total donations for the building fund are now over $90,000.

Summer Reading Plans: The theme of summer reading this year is Find Your Voice, and will include activities such as karaoke music and creative writing classes. Rylie has applied to 100 businesses for sponsorship, and hopes to involve Hinckley area businesses this year.

HBA Update: The Hinckley Business Association met and has been discussing future events for the community. The websites for the Hinckley Business Association and Hinckley Hub are expected to merge into one centralized site.

Events: Homeschool Hangouts has been going very well, and patrons also were involved in the Try It Club and the Abe Lincoln presentation last month. Upcoming events include crafting classes.

eBook Statistics: Library patrons checked out 184 items in Overdrive this month.

Friends of the Library Report: The Friends have $1,260.72 after receiving $35.65 from book sales.

Youth Services Report: The Library served 115 participants through youth services events, including book clubs, story time, crafts, and activity pages.

Library Statistics: Checkouts were down (862 in 2023 versus 1050 in 2022). Computer usage remains very high (308 users in 2023, versus 114 in 2022). Library attendance overall has increased over the previous year, as has youth services attendance.

**Unfinished Business**

Potential Referendum: The Board heard a presentation from Jamie Rachlin of Meristem Advisors regarding the prospect of a referendum and the services he offers in preparation for such a step. Jamie recommended doing a full financial analysis before jumping into a referendum in order to get a full picture of the funding that will be necessary to both build out and run the new library, and to give community trust in the process. He presented on a number of factors that the Library may need to consider as part of this analysis. Jamie recommended completing the analysis at least 6-7 months prior to any possible referendum.

The Board discussed the possibility of retaining Mr. Rachlin for his services. Separate from the referendum and bond question, a main concern is trying to figure out the operating costs of the new space to design an appropriate budget for the future. The majority of trustees indicated that they thought Mr. Rachlin’s services would be useful. The Board reviewed options to reallocate money in the budget to pay for these services, which would be billed at $275 per hour. The Board discussed reallocating funds from budget line 625 for Computer Equipment in order to hire Meristem Advisors, because the funds on this budget line were intended for a new computer server that Rylie has learned won’t be necessary this year.

Arlen moved to hire Mr. Rachlin to complete a financial analysis of the Library and to provide additional consultation as needed, not to exceed $5,000, and the motion was seconded by Carol. Arlen, Tom, Fran, Carol, and Amie voted in favor of the motion, Kari opposed the motion. Kari stated she is not in favor of a referendum, and wanted to represent other community members she had heard from who are opposed to a referendum option.

Plans to Begin Work on 142 W. Lincoln Building: The Board reviewed some options Andy submitted regarding the scope of work for the new library building. Further plans to begin work on the building, hire a construction manager, etc., are on hold pending additional guidance regarding the $750,000 federal appropriation and the environmental review that must be completed prior to work commencing and funds being used.

**New Business**

Fundraising Strategies: Rylie discussed possibilities of individual Trustees using their connections to make in-person financial asks on behalf of the Library. Arlen will be following up with one of these contacts to see if grant money is available.

Community Building Issues: Rylie reported there are several issues that need to be addressed with the township board regarding the Community Building. The Library is owed personal property replacement tax. The Library has not received any utility bills in 8 months from the township. Additionally, there have been problems with cleaning in the community rooms upstairs that impacts the Library’s programming. She has reached out to the township board with these concerns and hopes they will be addressed at the meeting on February 14, 2023.

Statements of Economic Interest: Rylie reminded the Board that statements of economic interest will be arriving soon in their mailboxes.

Upcoming Open Board Position: Kari will not be running again for Library Board, and the Board will have to appoint a new Trustee in her place. The Trustee will serve until the next election, and then if that person wishes to continue, he or she will have to run for the position.

**Other Business**

There was no other business

The meeting adjourned at 9:15 pm.