

PEORIA HEIGHTS PUBLIC LIBRARY
REGULAR MEETING
August 11, 2020

The regular meeting of the Board of Trustees of the Peoria Heights Public Library was held on August 11, 2020 in the large meeting room. Jeanette Hillyer called the meeting to order at 4:30 p.m.

ROLL CALL: The following members answered the roll call: Jeanette Hillyer, Tom Horstmann, Anne Lockhart, Margy Simmons, Lisa Reinholtz, Becci Bush and Jennifer Dunaway.
Also present: Shawn Edwards, Director

MINUTES: The minutes of the regular meeting of July 2020 were approved as printed.

PUBLIC COMMENTS: No one from the public was present to offer comments.

BILLS: After examining the bills, Margy Simmons moved, seconded by Anne Lockhart that the bills be approved and paid. ROLL CALL VOTE: Ayes: Jeanette Hillyer, Tom Horstmann, Anne Lockhart, Margy Simmons, Lisa Reinholtz, Becci Bush and Jennifer Dunaway. No Nays, motion carried.

JULY TREASURER'S REPORT
August 11, 2020

HEIGHTS BANK CHECKING

BEGINNING BALANCE June 30, 2020	\$286,176.32
INCOME	
Fines, rent, etc.	\$0.00
Richwoods Real Estate tax	\$33,415.42
TOTAL INCOME	\$33,415.42
DISBURSEMENTS	
July Salaries and Bills	\$39,993.03
TOTAL DISBURSEMENTS	\$39,993.03
ENDING BALANCE July 31, 2020	\$279,598.71

ILLINOIS FUNDS MONEY MARKET

BEGINNING BALANCE June 30, 2020	\$244,143.15
INCOME	
Interest	\$51.37
TOTAL INCOME	\$51.37
DISBURSEMENTS	
.....	\$0.00

TOTAL DISBURSEMENTS	\$0.00	\$0.00
Ending Balance July 31, 2020		\$244,194.52

E-PAY INVESTMENT

BEGINNING BALANCE June 30, 2020		\$3,553.06
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INCOME

Interest	\$0.77	
Deposit	\$0.00	

Total Income	\$0.77	\$0.77
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Ending Balance July 31, 2020		\$3,553.83
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E-PAY SETTLEMENT

BEGINNING BALANCE June 30, 2020		\$982.57
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INCOME

Deposit	\$22.75	
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TOTAL INCOME	\$22.75	\$22.75
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DISBURSEMENTS

Illinois Funds	\$0.00	
Service Charge	\$9.97	

TOTAL DISBURSEMENTS	\$9.97	\$9.97
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ENDING BALANCE July 31, 2020		\$995.35
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TREASURER’S REPORT: The July Treasurer’s Report was submitted and discussed. Becci Bush moved, seconded by Lisa Reinholtz that the Treasurer’s Report be approved. ROLL CALL VOTE: Ayes: Jeanette Hillyer, Tom Horstmann, Anne Lockhart, Margy Simmons, Lisa Reinholtz, Becci Bush and Jennifer Dunaway. No Nays, motion carried.

DIRECTOR’S REPORT

Director Edwards gave the following reports:

The library interior reopened to patrons on August 11. Operating hours are 9-5 Monday to Friday. Visits are limited to one hour per day. Traffic has been relatively light so far, but should pick up as patrons see that the building is open.

Over the past month trustees have had an opportunity to review and comment on the draft of the annual financial audit. After discussion, Tom Horstmann moved, seconded by Margy Simmons to approve the FY2019-20 financial audit. ROLL CALL VOTE: Ayes: Jeanette Hillyer, Tom Horstmann, Anne

Lockhart, Margy Simmons, Lisa Reinholtz, Becci Bush and Jennifer Dunaway. No Nays, motion carried.

Director Edwards addressed deposit security with Dave Swearingen at Heights Bank. Although Heights Bank does not offer sweep accounts, they are able to carry additional U.S. Treasury securities for the library. Library deposits could be secured at any limit necessary, but \$550,000 should be more than sufficient for the current situation. Director Edwards reviewed agreements presented by Heights Bank with Phil Lenzini, library attorney. Mr. Lenzini believes the documents are in order, but had two small caveats; securities should be named in the agreement and the library should be able to review the status of securities to make sure they maintain their worth. After discussion, Tom Horstmann moved, seconded by Becci Bush that the library should go forward with having Heights Bank acquire additional securities for the library. ROLL CALL VOTE: Ayes: Jeanette Hillyer, Tom Horstmann, Anne Lockhart, Margy Simmons, Lisa Reinholtz, Becci Bush and Jennifer Dunaway. No Nays, motion carried.

Director Edwards outlined the purpose of non-resident fees and the mathematical formula used for calculating the amount. The fee, if paid, gives library services to community members living outside the library's taxing area. Peoria Heights needs to be the library nearest to a person's residence in order for a non-resident card to be issued. The fee, updated yearly, will be voted on at the September meeting.

Krumholz Bros. Landscaping presented a proposal for grading some of the library property to improve drainage. Water has been pooling in the rear portion of the parking lot. If not corrected the water could degrade the new asphalt over time. Director Edwards needs to clarify some details of the proposal. If the Krumholz proposal meets approval, grading should be completed in the next couple months.

Director Edwards discussed recent employee reviews and his approval of merit wage increases for Krissy, Jennifer and Patty.

PRESIDENT'S REPORT

There was none.

NEW BUSINESS

Director Edwards would like to resume the basket raffle in September or October. Staff is discussing measures to continue the raffle with social distancing considerations. It is possible that pictures of baskets will replace the display of actual baskets.

The next meeting will be held Tuesday, August 11, 2020 in the Local History Room.

PUBLIC COMMENTS

No one from the public was present to offer comments.

ADJOURNMENT

With no further business to discuss, Jeanette Hillyer adjourned the meeting at 5:10 p.m.