

PEORIA HEIGHTS PUBLIC LIBRARY
REGULAR MEETING
June 8, 2021

The regular meeting of the Board of Trustees of the Peoria Heights Public Library was held on June 9, 2021 in the large meeting room. Tom Horstmann called the meeting to order at 4:30 p.m.

ROLL CALL: The following members answered the roll call: Tom Horstmann, Margy Simmons, Lisa Reinholtz, Becci Bush, Lisa Brown and Amy Peck.
Also present: Shawn Edwards, Director; Patty Johnson, prospective board member.

APPOINTMENT OF BOARD MEMBER/OATH OF OFFICE: Margy Simmons moved, seconded by Lisa Brown to appoint Patty Johnson as a new board member. ROLL CALL VOTE: Ayes: Tom Horstmann, Margy Simmons, Lisa Reinholtz, Becci Bush, Lisa Brown and Amy Peck. No Nays, motion carried. Tom Horstmann officiated as Patty Johnson took the oath of office for library trustee.

MINUTES: The minutes of the regular meeting of May 2021 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 Amy Peck that the bills be approved and paid. ROLL CALL VOTE: Ayes: Tom Horstmann, Margy Simmons, Lisa Reinholtz, Becci Bush, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried.

MAY TREASURER'S REPORT
June 8, 2021

HEIGHTS BANK CHECKING

BEGINNING BALANCE APRIL 30, 2021.....	\$13,864.44
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INCOME

Misc. Donation	\$120.00
Misc. Income	12,050.00
Replacement Tax.....	2,901.52

TOTAL INCOME	\$15,071.52
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DISBURSEMENTS

May Salaries and Bills	\$35,654.27
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TOTAL DISBURSEMENTS	\$35,654.27
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ENDING BALANCE May 31, 2021	\$(- 6,718.31)
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HEIGHTS BANK SAVINGS

BEGINNING BALANCE APRIL 30, 2021.....	\$211,119.57
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INCOME		\$0.00
DISBURSEMENTS		
	\$0.00
TOTAL DISBURSEMENTS	\$0.00
ENDING BALANCE May 31, 2021		\$211,119.57

ILLINOIS FUNDS MONEY MARKET		
BEGINNING BALANCE April 30, 2021		\$244,364.39

INCOME		
Interest	\$7.29
TOTAL INCOME	\$7.29
DISBURSEMENTS		
	\$0.00
TOTAL DISBURSEMENTS	\$0.00
Ending Balance May 31, 2021		\$244,371.68

E-PAY INVESTMENT		
BEGINNING BALANCE April 30, 2021		\$3,927.10

INCOME		
Interest	\$0.05
Deposit	\$44.11
Total Income	\$44.16
Ending Balance May 31, 2021		\$3,971.26

E-PAY SETTLEMENT		
BEGINNING BALANCE April 30, 2021		\$1,000.00

INCOME		
Deposit	\$54.78
TOTAL INCOME	\$54.78
DISBURSEMENTS		
Illinois Funds	\$44.11

Service Charge	\$10.67	
TOTAL DISBURSEMENTS	\$54.78	\$54.78
ENDING BALANCE May 31, 2021		\$1,000.00
 HICKORY POINT BANK MONEY MARKET		
BEGINNING BALANCE May 11, 2021		\$300,000.00
 INCOME		
Interest	\$22.19	
TOTAL INCOME	\$22.19	\$22.19
ENDING BALANCE May 31, 2021		\$300,022.19

TREASURER’S REPORT: The May Treasurer’s Report was submitted and discussed. Amy Peck moved, seconded by Patty Johnson that the Treasurer’s Report be approved. ROLL CALL VOTE: Ayes: Tom Horstmann, Margy Simmons, Lisa Reinholtz, Becci Bush, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried.

DIRECTOR’S REPORT

Director Edwards gave the following reports:

Western Specialty Contractors will likely start flat roof repairs in July. Director Edwards requested that they avoid working during June because many summer reading programs occur in the meeting room. WSP did inspect the metal roof and put together a repair proposal. Director Edwards and the board believe that additional quotes should be requested from additional roofing companies. Director Edwards has identified several additional contractors to contact regarding the metal roof.

Mary Anne discussed surveillance camera system replacement with several vendors and has received one quote from Oberlander Alarm Systems. Some vendors believe that the existing coaxial cable can be used with new high-definition cameras, potentially saving wiring and installation costs. IP cameras using ethernet cabling are more modern and more commonly used on new installations. They require complete re-wiring of the library’s surveillance system. Director Edwards will give a progress report at the July board meeting.

The library’s annual financial audit by Meister, Hilton, Chitwood and Associates starts Monday, June 21.

The library continues to make progress toward normal operations. Many physical barriers and signs have been removed. Face masks are still requested, but no longer required to enter the building. Monday to Thursday hours are now extended until 6:00 p.m.

Helping Hands donated \$494 to the library. Donations in memory of Lois Lipka, former Peoria Heights resident and library board member, totaled \$500. Director Edwards is looking for a memorial to complement the bench in memory of John Lipka.

Mary Anne purchased two additional Monarch Watch signs for the side and rear gardens. A bench was ordered for the Bill Bradley garden area, but shipping was pushed back several weeks after it was ordered.

Independence Day falls on Sunday this year. Since it is a recognized holiday for the library, the library will need to be closed an additional day to compensate staff. Monday, July 5 is the official government holiday for Independence Day. Margy Simmons moved, seconded by Amy Peck to close the library on July 5 to recognize Independence Day. ROLL CALL VOTE: Ayes: Tom Horstmann, Margy Simmons, Lisa Reinholtz, Becci Bush, Lisa Brown, Amy Peck and Patty Johnson. No Nays, motion carried.

Volunteers are needed from 4 to 6 p.m. on June 29 for the summer reading final party. Interested board members should notify Director Edwards if they are able to help.

PRESIDENT'S REPORT

Tom will send director's evaluation forms to board members soon.

NEW BUSINESS

The next meeting will be held Tuesday, July 13, 2021 in the large meeting room.

PUBLIC COMMENTS

No one from the public was present to offer comments.

ADJOURNMENT

With no further business to discuss, Tom Horstmann adjourned the meeting at 5:50 p.m.