

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT
Board of Trustees
Regular Meeting Minutes of Tuesday, August 15, 2023

CALL TO ORDER ROLL CALL

President Young called the meeting to order at 7:15 p.m. Members of the Board present: Trustee Phyllis M. Saunders, Trustee Debra K. Taylor, Trustee Jewell A. Thompson, and Trustee James W. Young. Also present, Library Director, Tracy Ducksworth. Absent: Trustee Ruby Giddings, Trustee Jewell Thompson, Trustee Bettie Wayne.

APPROVAL OF THE CONSENT AGENDA:

It was moved by Trustee Taylor to approve the agenda. Trustee Saunders seconded. Motion carried by voice vote. Ayes: 4, Nays: 0, Abs: 0.

APPROVAL OF MINUTES:

It was moved by Trustee Saunders to accept the regular meeting minutes of Tuesday, June 20, 2023. Trustee Taylor seconded. Motion carried by voice vote, Ayes: 4, Nays: 0, Abs: 0

CORRESPONDENCE: None

FINANCIAL REPORTS:

It was moved by Trustee Saunders to accept the Treasurer's report for June and July 2023. Trustee Taylor seconded. Motion carried by roll call. Ayes: Trustee Phyllis M. Saunders, Trustee Debra K. Taylor, Trustee Jewell A. Thompson, Trustee James W. Young, Nays: 0, Abs: 0.

It was moved by Trustee Thompson to accept the accounts payables list for July 2023 in the amount of \$28,988.68. Trustee Saunders seconded. Motion carried by roll call. Ayes: Trustee Phyllis M. Saunders, Trustee Debra K. Taylor, Trustee Jewell A. Thompson, Trustee James W. Young, Nays 0, Abs: 0.

It was moved by Trustee Saunders to accept the accounts payables list for August 2023 in the amount of \$42,746.88. Trustee Taylor seconded. Motion carried by roll call. Ayes: Trustee Phyllis M. Saunders, Trustee Debra K. Taylor, Trustee Jewell A. Thompson, Trustee James W. Young, Nays 0, Abs: 0.

It was moved by Trustee Saunders to transfer \$65,000 from Old Second Money Market to Old Second General Checking for July and August 2023 accounts payable and two payrolls, Trustee Giddings seconded. Ayes: Trustee Phyllis M. Saunders, Trustee Debra K. Taylor, Trustee Jewell A. Thompson, Trustee James W. Young, Nays 0, Abs: 0.

PUBLIC COMMENT:

REPORT OF ADMINISTRATION:

President Young reported that Doreen Swanson delivered \$20,000 donation from the Michael J. Legerski Trust. She told him that once the Legerski land sells in Wyoming the library would receive additional funds. He also announced that he was unable to attend the Village's back to school parade. In addition, he informed the board that he has asked Trustee Stroud to work on the history of Craig Park.

Director Ducksworth shared information on the new ceramic and resin planters that now adorn the library entrance and lawn. She reported on the additional work the landscaper had completed. Summer Reading Finale was held on Saturday, July 29. It was a good turnout and attendees received books and treats! Staff is preparing for fall programming. Lastly, Senator Patrick Joyce will visit the library on October 3, 2023.

OLD BUSINESS

Library Renovation:

RTU Rooftop Unit #2 – Bid opening was held on Wed. Aug. 9, 2023 at 10:00 a.m.

New Business

Working Budget FY 2022-2022: It was moved by Trustee Thompson to approve the Working Budget FY2023-2024. Trustee Saunders seconded. Motion carried by roll call. Ayes: Trustee Phyllis M. Saunders, Trustee Debra K. Taylor, Trustee Jewell A. Thompson, Trustee James W. Young. Nays: 0 Abs: 0

Budget and Appropriation Ordinance 2023-02: It was moved by Trustee Thompson to approve the Budget and Appropriation Ordinance 2023-02 in the amount of \$1,830,000.00. Trustee Saunders seconded. Motion carried by roll call. Ayes: Trustee Phyllis M. Saunders, Trustee Debra K. Taylor, Trustee Jewell A. Thompson, Trustee James W. Young. Nays: 0 Abs: 0

Estimated Revenue 2022-03: It was moved by Trustee Thompson to approve the Estimated Revenue Ordinance 2023-03. Trustee Giddings seconded. Motion carried by roll call. Ayes: Trustee Phyllis M. Saunders, Trustee Debra K. Taylor, Trustee Jewell A. Thompson, Trustee James W. Young. Nays: 0 Abs: 0

Library Security Gates-Bibliotheca: It moved by Trustee Thompson to purchase library security gates from Bibliotheca in the amount of \$13,281.65. Trustee Saunders seconded. Motion carried by roll call. Ayes: Trustee Phyllis M. Saunders, Trustee Debra K. Taylor, Trustee Jewell A. Thompson, Trustee James W. Young. Nays: 0 Abs: 0

RTU Rooftop Unit #2 – Bid Tabulation: It was moved by Trustee Young to withdraw and release Voris Mechanical from the bid process due to an error in their submission. Trustee Thompson seconded. Motion carried by roll call. Ayes: Trustee Phyllis M. Saunders, Trustee Debra K. Taylor, Trustee Jewell A. Thompson, Trustee James W. Young. Nays: 0 Abs: 0

It was moved by Trustee Thompson accept the bid from Premier Mechanical in the amount of \$64,300.00, as recommended by AMSCO Engineering. Trustee Saunders seconded. Motion carried by roll call. Ayes: Trustee Phyllis M. Saunders, Trustee Debra K. Taylor, Trustee Jewell A. Thompson, Trustee James W. Young. Nays: 0 Abs: 0

Business, for announcement, deliberation and/or discussion only, no other action to be taken.

ADJOURNMENT: It was moved by Trustee Thompson to adjourn the meeting at 8:48 p.m. Trustee Taylor seconded. Motion carried by voice vote. Ayes: 4, Nays: 0, Abs: 0.

Respectfully submitted

T. Ducksworth
Executive Director