

**Regular Board Meeting Minutes
of the
RIVERDALE PUBLIC LIBRARY DISTRICT**

March 14, 2022

1. CALL TO ORDER

The Regular Meeting of the Riverdale Public Library Board of Trustees was called to order by President Williams at 6:03 PM. on Monday, February 14, 2022 at the Riverdale Public Library.

2. ROLL CALL

The roll was called as follows:

Present: Trustee Battle, Trustee Brown, Trustee Burford, Trustee Dixon, Trustee Gay, President Williams.

Absent: Trustee Cunningham

There was a quorum present to conduct business.

Also present: Interim Director Kathy Parker, Incoming Director Kate Holt, Attorney Maryclare Touhy..

3. PERSONAL REFLECTION/MEDITATION

The board took 30 seconds of silence.

4. MINUTES

4a. Approval of the February 14, 2022 Regular Board Meeting Minutes.

A motion was made by Trustee Dixon and seconded by Trustee Brown to approve the minutes of the Regular Board Meeting held on February 14, 2022.

Ayes: Battle, Brown, Burford, Dixon, Gay, Williams

Nays: None

Absent: Cunningham

Motion Passed

4b. Approval of February 19, 2022 Special Board Meeting Minutes

. A motion was made by Trustee Brown and seconded by Trustee Dixon to approve the minutes of the Special Board Meeting held on February 19, 2022.

Ayes: Battle, Brown, Burford, Dixon, Gay, Williams

Nays: None

Absent: Cunningham

Motion Passed

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5. COMMUNICATIONS

Interim Director Parker passed around notes left by residents who attended the March 12th Vaccination event and first Saturday. Some comments of note are:

- I had a great experience visiting the new library. Getting the card about the new changes in the mail was a great idea.
- Love that the library will now be open on Friday and Saturday again
- I enjoyed the event today because of the friendly of the staff. Everyone was great and very friendly. They were very knowledgeable.
- Excellent library, looks great! Attitudes are contagious, all are great and worth catching.

6. TREASURER'S REPORT

6a: February 2022 Financial Statements

President Williams discussed the Income and Expense Statement for February to February 28, that she created from the bank statements. She also stated that as of the meeting date there is \$327,364 in the bank and \$137,809 was received in property taxes in March. She also stated that she is still working with the bank about getting the charge reversed for the credit card terminal that was closed.

A motion made by Trustee Gay February 2021 Income and Expense Statement. Second by Trustee Battle.

Ayes: Battle, Brown, Burford, Dixon, Gay, Williams

Nays: None

Absent: Cunningham

Motion Passed

6b. March 14, 2022 Accounts Payable.

President Williams stated that the Village of Riverdale's water rates would be going up June 1st.

Trustee Brown inquired about Offsite Business

Interim Director Parker said that some vendors have and will likely start charging trip charges because of the increase in fuel costs

A motion made by Trustee Battle to approve the Accounts Payable for February 14, 2022 in the amount of \$22,339.97. Seconded by Trustee Dixon.

Ayes: Battle, Brown, Burford, Dixon, Gay, Williams

Nays: None

Absent: Cunningham

Motion Passed

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6c. Library Payroll February 23 12, 2022, March 9, 2022

A motion made by Trustee Battle to approve the Library Payroll for February 23, 2022 in the amount of \$5,838.73, and March 9, 2022 in the amount of \$5,636.87. Seconded by Trustee Dixon.

Ayes: Battle, Brown, Burford, Dixon, Gay, Williams

Nays: None

Absent: Cunningham

Motion Passed

7. INTERIM DIRECTOR'S REPORT

Interim Director Parker asked if there were any questions on her written report.

President Williams stated that liked the report given by Circ Manager JJ Armstrong. She also asked if it would be possible for auditor to come out in May to go over the latest audit with the board and new director. President Williams inquired about the trusses in the library and they were an issue that would have to be addressed

Trustee Gay inquired about the Age Options grant and stated that she is very happy with the friendliness of the staff she has hired.

Interim Director Parker discussed the new Statement of Economic Interest forms that would soon be emailed trustees and asked Attorney Tuohy to give some clarification on the new forms.

8. ATTORNEY REPORT

Attorney Touhy gave clarification of the new SEI forms

9. REPORTS OF COMMITTEES AND OFFICES:

None

10. OLD BUSINESS

10a. Today's Business Solutions EZ Scan

A motion made by Trustee Battle to purchase the TBS EZ Scan. Seconded by Trustee Dixon.

Ayes: Battle, Brown, Burford, Dixon, Gay, Williams

Nays: None

Absent: Cunningham

Motion Passed

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11. NEW BUSINESS:

11a. Ratify the appointment of Katherine Holt as the new library director with the annual salary of \$62,000, with the start date of March 21, 2022.

A motion made by Trustee Gay to ratify the appointment of Katherine Holt as the new library director with the annual salary of \$62,000, with the start date of March 21, 2022.
Seconded by Trustee Battle.

Ayes: Battle, Brown, Burford, Dixon, Gay, Williams
Nays: None
Absent: Cunningham

Motion Passed

11b. Review/Amend FY21/22 Budget

Interim Director Parker discussed the amended budget and answered the various questions asked by the trustees.

A motion was made by Trustee Battle to approve the amended FY21/22 Budget.
Seconded by Trustee Dixon.

Ayes: Battle, Brown, Burford, Dixon, Gay, Williams
Nays: None
Absent: Cunningham

Motion Passed

12. EXECUTIVE SESSION

None

13. PUBLIC COMMENT

None

14. ADJOURNMENT

President Williams adjourned the Regular Board Meeting by consensus at 8:02 PM.

SIGNED _____ DATE _____

Shana Battle, Secretary