

**FREERPORT PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
November 10, 2021 – 6:00 p.m.**

I. CALL TO ORDER

A meeting of the Freeport Public Library Board of Trustees was held in the Library's Meeting Rooms on November 10, 2021. Board Vice-President, Julie Reynolds presided and called the meeting to order at 6:04 p.m.

Members Present: Julie Reynolds Lou Ann Stambaugh-Hayes
 RoseMarie Brubaker Betty Butler
 Mary Kaufman

Members Absent: Renee Barr, Alan Greene, Lucas Kramer, Linda Roderick

Also present, Executive Director Ashley Huffines.
Connie Hoffman acted as Recording Secretary.

II. CHANGES/CORRECTIONS TO THE AGENDA

Executive Director Ashley Huffines added approval of the Executive Session from October 13 Board Meeting. Mary Kaufman moved and Betty Butler seconded to add the approval of the Executive Session to the agenda.

III. QUESTIONS/COMMENTS PUBLIC/MEDIA

IV. APPROVAL OF MINUTES

- A. Regular Meeting: Lou Ann Stambaugh-Hayes moved and Rose Marie Brubaker seconded to approve the regular minutes of the October 13, 2021 meeting. Motion carried.
- B. Executive Session: Lou Ann Stambaugh-Hayes moved and Mary Kaufman seconded to approve the executive session minutes of the October 13, 2021 meeting. Motion carried.

V. FINANCIAL REPORT

Betty Butler made the motion and RoseMarie Brubaker seconded to accept the accompanying financial statements. Motion carried. Board Member Mary Kaufman reviewed the financial statements for the board.

VI. PRESIDENT'S REPORT

VII. DIRECTOR'S REPORT

Executive Director Ashley Huffines went through her report and reported that the foundation will be meeting soon to approve monies to give to library for OBOF and Summer Reading expenses. On the day of the board meeting Director Huffines reported that there was a fire inspection of the library resulting in only minor adjustments that needed to be done by December 17. Director Huffines also read a letter addressed to the board members from the History Room Volunteers inviting the board members to come and get a tour of the History Room following the next board meeting.

VIII. MANAGEMENT REPORTS

Director Huffines touched on the highlights of each of the Management Reports and went through the statistics.

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

- A. Approval of FY2022 Budget: Mary Kaufman moved and Lou Ann Stambaugh-Hayes seconded the motion to approve the FY2022 budget with the understanding that the numbers may be updated by the city. Motion carried.
- B. Approval of FY2022 Levy and Assessment of Taxes for the Fiscal Year Beginning January 1, 2022, and Ending December 31,2022, for the Public Library of City of Freeport, County of Stephenson and State of Illinois: Mary Kaufman moved and Lou Ann Stambaugh-Hayes seconded the motion to approve the 2022 Levy and Assessment of Taxes with the understanding that the numbers may be updated by the city. Motion carried.
- C. Approval of Holidays for Calendar Year 2022: Lou Ann Stambaugh-Hayes moved and RoseMarie Brubaker seconded to approve the Holidays listed on the attached document. Motion carried.
- D. Approval of Meeting Dates for Calendar Year 2022: Lou Ann Stambaugh-Hayes moved and Mary Kaufman seconded to approve the Board Meeting dates on the attached document. Motion carried.
- E. Approval of Use of Reserve Funds: Lou Ann Stambaugh-Hayes moved and RoseMarie Brubaker seconded for the Clock Fund to pay for the upfront costs for the Emergency Connectivity Funds grant and the Road to Recovery grant and will be reimbursed once the grant money has been distributed.

XI. EXECUTIVE SESSION

No need to enter into Executive Session.

XII. ACTION IN RESPECT TO EXECUTIVE SESSION

No action needed.

XIII. DISCUSSION

A volunteer from the History Room personally invited the board members to come tour the History Room and it was discussed that next month after the regularly scheduled board meeting would be a good time.

XIII. ADJOURNMENT

Mary Kaufman made the motion and Lou Ann Stambaugh-Hayes seconded to adjourn at 7:10 p.m.

Submitted by Connie Hoffman