

**FREEMPORT PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
January 12, 2022 – 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 January 12, 2022. Vice-President, Julie Reynolds presided and called the meeting to order at 6:03 p.m.

Members Present:     Julie Reynolds                             Lou Ann Stambaugh-Hayes (arrived at 6:07)  
                              Lucas Kramer                                 Betty Butler  
                              Mary Kaufman

Members Absent:     Alan Greene, Renee Barr, RoseMarie Brubaker, Linda Roderick

Also present, Executive Director Ashley Huffines.

Connie Hoffman acted as Recording Secretary.

**II. CHANGES/CORRECTIONS TO THE AGENDA**

**III. QUESTIONS/COMMENTS PUBLIC/MEDIA**

**IV. APPROVAL OF MINUTES**

- A. Regular Meeting: Mary Kaufman moved and Luke Kramer seconded to approve the regular minutes of the December 8, 2021 meeting. Motion carried.

**V. FINANCIAL REPORT**

Luke Kramer made the motion and Betty Butler seconded to accept the accompanying financial statements. Motion carried. Board Member Mary Kaufman went over the appropriations for the 2021 budget. Director Huffines stated that this was still not the final statement for the year.

**VI. PRESIDENT'S REPORT**

**VII. DIRECTOR'S REPORT**

Executive Director Ashley Huffines went through her report and spoke in more detail of the recent loss of the Circulation Manager and assessment of the position. Also described why Stephanie Brashaw was picked as Employee of the Year. With the recent loss of Fire Chief Brad Liggett, Director Huffines told the board that she has offered to head the City of Freeport Wellness Committee.

**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. HVAC Maintenance Contract with Helm: Lou Ann Stambaugh-Hayes made the motion and Mary Kaufman seconded to accept the more comprehensive maintenance agreement plan with Helm. Motion carried.
- B. History Room Tour: Diane Weber read a statement from the Stephenson County Genealogical Society and then the board went to the History Room where they were given a tour by the volunteers.

### **XI. EXECUTIVE SESSION**

Lou Ann Stambaugh-Hayes moved and Betty Butler seconded to enter into Executive Session at 7:12 p.m. according to ***5ILCS 20/2 (c) 1 the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.*** Motion carried. Roll call was taken.

### **XII. ACTION IN RESPECT TO EXECUTIVE SESSION**

Mary Kaufman moved and Lou Ann Stambaugh-Hayes seconded to enter back into open session at 7:13 p.m. Motion carried. Roll call was taken.

No action was needed.

### **XIII. DISCUSSION**

### **XIV. ADJOURNMENT**

Mary Kaufman made the motion and Lou Ann Stambaugh-Hayes seconded to adjourn at 7:27 p.m.

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Submitted by Connie Hoffman