

**Marseilles Public Library
Board of Trustees Meeting
November 13, 2023**

The Marseilles Public Library Board of Trustees Meeting for November 13, 2023 was called to order by President Dee Crawshaw at 5:15pm. Those in attendance were: Jerri Brown, Janice Brozovich, Gene Carlson, Dee Crawshaw, Jeff Owens, Susan Roush., and Ralph Rowe. Absent were Jackie Hanlon and Lori Williamson.

Minutes: The October 2023 minutes of the October Board meeting were submitted and reviewed. A motion to accept the minutes with corrections was made by Owens and seconded by Brown. The motion was voted on, accepted, and the minutes of the October 2023 meeting were placed on file.

Correspondence:

- a) The Marseilles Public Library Board of Trustees received a letter from retired director Jan Ambrose thanking the board for the plaque in honor of her retirement.

Treasurer's Report: The treasurer's report was submitted and reviewed. A motion to accept the treasurer's report was made by Carlson and seconded by Brown. The motion was voted on, accepted, and the treasurer's report was placed on file.

Visitors: None

Director's Report: The Director reported that she is making many programs available to the public, and she has placed notices and articles in the Times newspaper. Unfortunately, the programs are poorly attended and there has been poor response.

The Director stated that the transition with her becoming the Director has been going smoothly. She credits the smooth transition to the cooperative staff and their extra efforts.

Old business:

- a) Owens made a motion to adopt the "paid leave policy" as stated in the Standards for Illinois Public Libraries, and it was seconded by Brown. The motion passed.
- b) The board reviewed and discussed chapters 6 to 16 of the Standards for Illinois Public Libraries. These policies will be voted on and accepted at the December 2023 Board Meeting.
- c) Repairs to the windows and roof were briefly discussed. Due to the fact that the contractor has not spoken with or provided the Director with progress reports or the bids for the window repairs, nor started any work on the roof nothing definitive was decided at the meeting.

New business: End of the year salary adjustments for employees were discussed. A motion to make the salary adjustments for the employees was made by Owens and seconded by Rowe. The motion passed.

Motion to Adjourn: Owens made a motion to adjourn the meeting, and it was seconded by Carlson. The motion passed. The meeting was adjourned at 5:50pm.

The next Marseilles Public Library Board of Trustees meeting will be held at the Marseilles Public Library on December 11, 2023, at 5:15pm.

Submitted by Janice Brozovich standing in for Lori Williamson, Secretary.