

Marseilles Public Library
Board of Trustees Meeting
September 11th, 2023

The meeting was called to order by President Dee Crawshaw at 5:15 pm. Those in attendance were Jerri Brown, Janice Brozovich, Gene Carlson, Dee Crawshaw, Jeff Owens, Susan Roush, Ralph Rowe and Lori Williamson. Absent was Jackie Hanlon.

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

Treasurer's Report: The treasurer's report was submitted and reviewed. A motion to accept the treasurer's report was made by Brown and seconded by Rowe. The motion was voted on, accepted, and the treasurer's report was placed on file. A motion was made by Carlson to pay off the lift in the amount of \$33,163.55 and was seconded by Roush. The motion was voted on and accepted.

Visitor: Heide Trettenero

Director's Report: The director reported that the training was completed for Find More Illinois. Heide's director's training is going well and she attended a West of 47 directors meeting with Jan.

Unfinished Business: **Windows-**Jeff talked to Renaissance about getting a bid to replace the windows. **Roof Update-**The work will be done this fall.

New Business:

Reviewed chapters 1-5 in the standard book and decided we needed to make an evaluation tool and job description for the employees.

A motion was made by Brown and seconded by Owens to make changes to the library director responsibilities policy by changing approval date, the salary the director makes and stating the director works 30 hours a week. The motion was voted on and accepted. A motion to place the library director responsibilities policy on file was made by Owens and seconded by Carlson.

Discussed library maintenance project.

Jan was presented with a plaque for her year of service to the library.

Owens made a motion to adjourn the meeting at 5:54 pm. and it was seconded by Carlson. Motion carried.

The next regular monthly Marseilles Public Library Board of Trustees meeting will be held on October 10th, 2023.

Respectfully submitted by Lori Williamson, Secretary.