

**Toulon Public Library District Board of Trustees Meeting
November 13, 2023**

The meeting of the Toulon Public Library District Board of Trustees was called to order at 7:00 p.m. Roberta Cinnamon, Rob Finney, Cheryl Hurst, Jennifer Nutzhorn, Wendy Wagner, Mary Zehr and Director Michael Baumann were present. Jan Curry was absent.

Approval of Agenda: Cheryl made a motion to approve the agenda. Wendy seconded the motion; motion approved unanimously.

Public Comment: No one was present to comment.

REPORTS

Secretary/Correspondence: Mary made a motion to approve the secretary's October 9, 2023 report with date correction. Cheryl seconded the motion; motion approved unanimously. Evelyn Endress sent a thank you note for her retirement celebration.

Treasurer: Roberta made a motion to approve the treasurer's report and pay the bills. Rob seconded the motion; motion approved unanimously with a roll call vote.

Director: Wendy made a motion to accept the Director's report. Cheryl seconded the motion; motion approved unanimously.

UNFINISHED BUSINESS

NEW BUSINESS

Discuss Serving Our Public 4.0 Per Capita Requirement: Discussion was held.

Approve Per Capita Grant Submission: Roberta made a motion to approve the Per Capita Grant submission. Rob seconded the motion; motion approved unanimously with a roll call vote.

IMRF Resolution #1 to cast ballot in the 2023 IMRF trustee election: Cheryl made a motion for Michael to cast a ballot in the 2023 IMRF trustee election. Wendy seconded the motion; motion approved unanimously.

Staff Christmas gift cards: Mary made a motion to approve gift cards for employees. Roberta seconded the motion; motion approved unanimously with a roll call vote.

Update Meeting Room Policy adding library cardholder requirement: Roberta made a motion to approve the addition to the Meeting Room Policy. Cheryl seconded the motion; motion approved unanimously.

Closing December 25 Reopen January 2 for Christmas and New Year: Wendy made a motion to close December 25 and reopen January 2 for Christmas and New Year. Roberta seconded the motion; motion approved unanimously.

ADJOURNMENT

Roberta made a motion to adjourn the meeting. Wendy seconded the motion; motion approved unanimously. The meeting was adjourned at 7:40 p.m.

The date for the next regular meeting is Monday, December 11, 2023 at 7:00 p.m.

Respectfully submitted,

Roberta Cinnamon, Secretary

