

Townships of the Quincy Area Public Library District
Board of Trustees Meeting
August 11, 2022
Minutes

The regular meeting of the Townships of the Quincy Area Public Library District Board of Trustees was called to order at 5:30 p.m. on Thursday, August 11, 2022, by President Jennifer Harvey. Trustees present: Pam Clow, Christa Johnson, Mary Ridder, and Barb Girouard. Trustees absent: Phyllis Robertson and Seth Klusmeyer. Others present: Kathleen Helsabeck, Kim Akers, Bill McCleery – TQ Attorney, and Megan Duesterhaus-AuBuchon – QPL Liaison.

I. OATH OF OFFICE

President Jennifer Harvey administered the Oath of Office to new Board Trustee Mary Ridder.

II. APPROVAL OF AGENDA

Christa Johnson moved to approve the agenda as presented. Barb Girouard seconded and the motion carried.

III. APPROVAL OF MINUTES

Pam Clow moved to approve the July 14, 2022, regular session minutes as presented. Mary Ridder seconded and the motion carried.

IV. PUBLIC COMMENTS

Friends of the Library member Geri Grawe reported that the Friends recently received a sizable donation of new and nearly new historic and biographical books. In addition to the fall book sale scheduled for October 13 – 15, they are holding a special book sale at the Quincy Town Center September 16 and 17 from 10:00 a.m. to 7:00 p.m. The books will be priced slightly higher than the bookstore and fall book sale prices.

V. RECOGNITION OF CORRESPONDENCE AND GUESTS

No correspondence was presented to the Board.

VI. DISTRICT REPORTS

- A. Library Report** – Kathleen Helsabeck reported that she recently attended Directors' University 2.0 in Springfield where she networked with other library directors and learned about a variety of topics including information about district libraries. She reported that the Mary Weems Barton/Quincy Public Library Foundation will be the charity at the upcoming Paddles for a Purpose fundraiser on Tuesday, September 13, at The Atrium. Foundation Board members have been asked to donate a prize for the event. Adams County Glass has started working on the final phase of replacing the original windows at the Library. The new condensers for the HVAC system have arrived and will be installed when the weather allows. Computers are still not available for public use, but most of the staff functionality has been restored. The QPL Board will be discussing these and other IT issues at the September meeting. Ms. Helsabeck then presented a slide

show about the 2022 Summer Reading Program. She noted that there were 972 active participants and a total of 890,972 minutes were read during the eight-week program.

VII. TQ COMMITTEE REPORTS

- A. Finance Committee:** Pam Clow reported that as of July 31, 2022, the TQ checking account at Homebank had a balance of \$211,041.91. The first tax payment in the amount of \$209,167.53 was deposited on July 22. Three checks were presented for approval – check #1345 for the second contractual payment to Quincy Public Library in the amount of \$31,749.29, check #1346 to Quincy Public Library for collection development in the amount of \$87,500, and check #1347 to Quincy Public Library in the amount of \$250 for the website. There being no further discussion, Barb Girouard moved to approve the checks totaling \$119,499.29 as presented. Christa Johnson seconded and the motion carried.

Bill McCleery presented the notice of public hearing for Ordinance #FY22/23-1. Kathleen Helsabeck stated that she believes the amount of money reasonably expected to be received through taxation should be the FY22/23 amount of \$415,959.47 and not the FY23/24 amount of \$446,834.01 as listed on the ordinance. Mr. McCleery stated that the amount on the ordinance reflects monies to be levied in December 2022 and collected in FY23/24. It has been the practice of TQ to use future appropriations in the budget ordinance. Mr. McCleery stated that the same levy number should be used on both the budget ordinances and the levy ordinances. Kim Akers noted that Pam Clow is the Treasurer for TQ and not Jennifer Harvey. There being no further discussion, Mary Ridder moved to approve the notice of public hearing for Ordinance FY22/23-1 to be published as prepared by Bill McCleery with the correction of the treasurer's name. Barb Girouard seconded and the motion carried. Mr. McCleery stated that he will see that the notice of public hearing is published in time for the hearing to be held at the September 15, 2022, TQ Board meeting.

- B. Policy and Services:** Seth Klusmeyer was absent. Policy and Services did not meet.
- C. Public Relations/Advocacy:** Barb Girouard stated she is working with Victoria DeMent on the draft flyer for TQ.
- D. Friends of the Library:** The Board was updated on Friends activities by Geri Grawe during Public Comments.

VIII. QPL COMMITTEE REPORTS

- A. Finance Committee – Pam Clow:** Pam Clow reported that the QPL Finance Committee did not meet.
- B. Policy Committee – Seth Klusmeyer.** Seth Klusmeyer was absent. The QPL Policy Committee did not meet.

C. Personnel Committee – Seth Klusmeyer: Seth Klusmeyer was absent. The QPL Personnel Committee did not meet.

D. Building & Grounds Committee – Christa Johnson: Christa Johnson reported that the QPL Building & Grounds Committee did not meet.

IX. UNFINISHED BUSINESS

No Unfinished Business was brought before the Board.

X. NEW BUSINESS

A. TQ Records Audit. Kim Akers stated that TQ is required to review their official records annually. Jennifer Harvey and Pam Clow agreed to review the records at 5:00 p.m. just prior to the September 13 TQ Board meeting.

There being no further discussion, Pam Clow moved to adjourn the meeting. Christa Johnson seconded and the meeting was adjourned at 6:07 p.m.

Respectfully submitted,

Kimberly Akers