

**Julia Hull District Library
Board of Trustees Minutes
November 18, 2024**

Present: Kelley Roganowicz, Jason Miller, Kathleen Bierman, Sara Grobe, Jackie Schumacher, Jeff Mickey

Director, Joanna Kluever

Absent: Donna Fruin

The regular meeting was called to order by President Jason Miller at 6:30 p.m.

Public: None

Secretary's Report: October 2024 Minutes: Minutes from the month of October were read and discussed. A motion was made to approve the minutes by Kathleen Bierman, and seconded by Jason Miller. A vote was taken and passed unanimously.

Financial Report: The financial report for October was presented, accepted, and filed. The report was created by Jeff Mickey, Treasurer. A small deposit of tax funds was made during the last month, and there is one additional anticipated deposit from tax funds.

Director's Report:

- a. Weeding is just restarting in the large print section. The report that indicates potential materials for weeding is was run by PrairieCat support, and includes each item's circulation history.
- B. Circulation statistics continue to project up. There has been a marked increase in both circulation and attendance month by month and when compared to last year.
- c. The program that was presented by the Mississippi River Museum was very well attended on the last school closure date.
- D. The Annual Report of Receipts and Disbursements was published in the Ogle County Life Newspaper, and the Annual Financial Report is complete and waiting to be notarized. They are both due in December.
- E. The library will once again be participating in Cardinal Community Christmas by decorating a tree.
- F. The process to apply for the Per Capita grant has begun, and topics will be discussed at the December meeting.

Unfinished Business:

New Business:

- a. **Annual Financial Report:** A motion was made by Kathleen Bierman and seconded by Sara Grobe to approve the Annual Financial Report. A vote was taken by roll call (Kelley Roganowicz: yes, Jason Miller: yes, Kathleen Bierman: yes, Jackie Schumacher: yes, Sara Grobe: yes, Jeff Mickey: yes), and passed unanimously.
- b. **Employee Holiday Gifts:** A motion was made by Kelley Roganowicz and seconded by Sara Grobe to approve holiday gifts to be given to all library employees. A vote was taken by roll call (Kelley Roganowicz: yes, Jason Miller: yes, Kathleen Bierman: yes, Jackie Schumacher: yes, Sara Grobe: yes, Jeff Mickey: yes), and passed unanimously.

Action Agenda:

- a. **Expenditures:** Motion was made by Jeff Mickey and seconded by Kathleen Bierman to pay the November 2024 expenditures. A vote was taken by roll call (Kelley Roganowicz: yes, Jason Miller: yes, Kathleen Bierman: yes, Jackie Schumacher: yes, Sara Grobe: yes, Jeff Mickey: yes), and passed unanimously.

- b. **IRS Payment Approval:** Motion was made by Jeff Mickey and seconded by Kelley Roganowicz to pay the IRS for the month of November 2024. A vote was taken by roll call (Kelley Roganowicz: yes, Jason Miller: yes, Kathleen Bierman: yes, Jackie Schumacher: yes, Sara Grobe: yes, Jeff Mickey: yes), and passed unanimously.

- c. **Payroll Approval** Motion was made by Jeff Mickey and seconded by Sara Grobe to pay the upcoming payroll expenditures (pay periods: November 22, and December 6, 2024). A vote was taken by roll call (Kelley Roganowicz: yes, Jason Miller: yes, Kathleen Bierman: yes, Jackie Schumacher: yes, Sara Grobe: yes, Jeff Mickey: yes), and passed unanimously.

Kelley Roganowicz moved the meeting to be adjourned; Jackie Schumacher seconded the motion. A vote was taken and passed unanimously.

Meeting adjourned at 7:02 pm.

The next meeting of the Board of Trustees will be held on Monday, December 16, 2024, 5:45 pm.