

Columbia Public Library  
Board of Trustees Meeting  
April 12, 2022

The April meeting of the Columbia Public Library was called to order by President Dan Brutton at 7:00. Those in attendance included Chris Trowbridge, Kathleen Endraske, Cindy Waldemer, Dan Brutton, Annette Bland, David Jackson, Diane Stechmesser and Shane Watson.

1. **Approval of Minutes:** Cindy Waldemer made motion to approve minutes. David Jackson seconded. Motion passed.
2. **Public Comment:** No requests were made to address the Board.
3. **Treasurer's Report:** Library Director Annette Bland reviewed report and noted that while the amount spent on books was over budget, the total expenses were under what was budgeted. Chris Trowbridge made motion to approve report. Kathleen Endraske seconded. Motion passed.
4. **Approval of Current Bills:** Diane Stechmesser made motion to approve payment of current bills. Cindy Waldemer seconded. Motion passed.
5. **New Business:**
  - Budget FY 2023: The Board reviewed a draft of budget for fiscal year 2023. This included increased salaries due to the minimum wage increase. Also an increase by \$9,000.00 for plans to purchase Science equipment and STEAM kits. A new category for Library Program Expense was added.
  - Non-Resident Fee FY 2023: A motion was made by David Jackson to set non-resident annual library fees at \$96.00 for FY 2023. Diane Stechmesser seconded. Motion passed.
  - Building Maintenance: Leak in roof present again. Lakeside Roofing has been notified. All passing documents for elevator have been sent to Illinois State Fire Marshall.
  - FOIA Request: Two requests were recently received and fulfilled. One was a request for current operating budget. The other a report of challenged books. At this time no items challenged.
  - Computer Upgrades: Two computers have been updated.
  - Senator Terri Bryant: Senator Bryant will visit the Library on Wednesday May 11<sup>th</sup> from 7:00am to 8:30 am.
  - New Hire: A part-time position of 10 to 17 hours per week is now available. Applications are being accepted until April 29<sup>th</sup>. Cindy McMullen is leaving this position.
  - Challenged Books: Staff has been updated on procedure to follow if library material is challenged.
  - Board Orientation: OMA training only needs to be taken once unless person is OMA designee. Then it is required annually. FOIA training is not required except for FOIA officer.
  - STATS: March Items circulated 6667, New Items added 300, New Records 7, New Patrons 21.
6. **Adjournment:** Diane Stechmesser made motion to adjourn meeting. Cindy Waldemer seconded. Motion passed. Meeting was adjourned at 7:40. The next meeting is Tuesday May 10, 2022.

Diane Stechmesser  
Secretary