Hillsboro Area Public Library District Board Meeting – October 18, 2022 – 420 S. Main Hillsboro

Trustees present: Albracht, Garner, Justison, Naylor, Slepicka, Trader. Librarian: Kolb Absent:Meier

The October 18, 2022 library board meeting was called to order at 6:15 pm by President Albracht. Amy Patton of Patton CPA reported that no irregularities were found during the recent complete audit. Her findings were reviewed with Librarian Kolb; Patton indicated that $37,213 is due to the Bank of Hillsboro and $15,950 to Steelecase Financial this year. Auditor Patton recommends paying ahead on the debt; she expects all expenses to go up due to the economy. She further indicated that the library should not need an extensive audit unless the library receives another large grant.

Jonathan Weyer of the Bicentennial Committee indicated that they will use curtains to block off certain basement areas; the Bicentennial Committee will be paying for the curtains. He suggested that we check into using brighter light bulbs for the exhibit and that the walls going into the basement by the east entrance be painted. Several more outlets are needed. Kolb will contact Hillsboro Electric regarding lights and outlets. Building improvements will be our expense. Weyer will come back to the board meeting in January.

Minutes from the September 20 meeting were approved. Naylor/Trader/unanimous. Albracht questioned the follow-up on selling the AIG stock. Kolb is to contact White Associates to assist in selling the stock. Slepicka/Garner/unanimous vote. The current financial statements for September were reviewed; $100,000 has not been transferred due to waiting on the audit. That amount will be moved to the special reserve fund. Justison/Slepicka/unanimous. Bank balances for the end of September are: FCB $369,288.70, CNB $18,419.13, Special Reserve Bank of Hillsboro $10,103.94, gifts account at Bank of Hillsboro $10,217.57.

The Circulation Report was discussed; the following items were suggested:

* More programs such as the Fall Family Reading night are needed.
* Board suggested working on more large programs when kids are out of school or out early.
* Justison suggested a targeted ad on Facebook for the library district; he will check it out.
* Suggested use of sign-in sheet for use to study rooms and conference room to check use.
* Librarian should talk to HHS, Jr High, and CEO groups. People counter for doors?
* Suggested doing a focus group of HHS students to determine how to get more teens in.

Under correspondence, Kolb reported that the Rotary Club wants to use both parking lots to line up for the Halloween parade. The board agreed.

President’s Report: Justison reported on the Donor Wall; no businesses want to design wall…not interested. Cost figures for a bronze entry plaque will be available in November.

Training for all staff on computers and Ancestry will start in November. Library may be closed for two hours to train staff all at once. Board agreed. The newspaper will do an article on the genealogy room and use of Ancestry.

Under unfinished business, an electrician needs to be contacted to discuss lighting and outlet needs in basement for the Smithsonian exhibit; report will be given at next meeting.

Under new business, Librarian Kolb will be the “local election official “. Naylor/Albracht/unanimous.

Regarding the election update, two six-year and one two-year terms are up on the board of trustees. Those needing to run to be reelected are Justison, Garner, and Albracht.

The board approved the annual financial report to the comptroller using the Certification of 3/5 majority vote form. This certification was approved. Slepicka/Naylor/unanimous.

The library has a water meter that doesn’t work properly. We should start getting regular bills in November; we are unsure of back payments owed.

In her director’s report, Kolb stated that there is a new law from the state authorizing a state committee to review policies and all other aspects of operating the library. Kolb will keep us posted.

November 17 is Family Reading Night; there will be special readers dressed in costumes. Book character costumes are encouraged; board games will be available.

The meeting was adjourned at 7:50 pm. Justison/Naylor/unanimous.

The next regular library board meeting will be on November 15, 2022 at 6:15pm at 420 S. Main Hillsboro

Carolyn Meier, Secretary

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