

**Roxana Public Library District
Board of Trustees Minutes
January 2, 2024**

The regular meeting of the Roxana Public Library was called to order by President Diane Herndon, at 5:30 PM at 200 North Central Avenue Roxana, IL 62084.

Members Present:

Present: Lynn Hatfield, Diane Herndon, Lindsey Jensen, Vickie Johnson, Bethany Martin, Cecily Meador, Megan Palme, Library Director: Jamie Wells

Absent: Bethany Martin

Representatives from accounting firm Scheffel Boyle presented the audit for FY 2022-2023.

Herndon/Meador moved to approve the December 2023 board meeting minutes.

CARRIED

FINANCIAL:

The board reviewed the financial reports.

Jensen/Hatfield moved to pay the unpaid bills.

CARRIED

BUILDING AND GROUNDS:

POLICY AND PROCEDURES:

The board reviewed requirements for the Per Capita Grant.

The board discussed the PLAWA, Director Wells will present a policy at the February 2024 meeting.

Johnson/Palme moved to approve the 2024 meeting dates and times.

CARRIED

The board elected officers President-Herndon, Vice President-Meador, Secretary/Treasurer-Johnson

Herndon/Johnson moved to limit the hours of access for a library patron.

CARRIED

DIRECTOR'S REPORT:

The Winter Reading Challenge will run until February 29, 2024.

Staff notaries took a required course to comply with new Illinois notary laws.

The library will close on January 17th for staff to take a CPR and AED certification class.

The library will again be offering Ukulele class for beginners and intermediate players.

OLD BUSINESS:

NEW BUSINESS:

The meeting was adjourned at 6:55 P.M. The next regular meeting will be held February 6, 2024, at 5:30 P.M.

Respectfully Submitted, Vickie Johnson Secretary/Treasurer