

**DAUGHERTY PUBLIC LIBRARY BOARD MEETING**

**December 3, 2024**

**Daugherty Public Library - 7:00 pm**

**Board members present:** Cleveland, Kuni, Martin, Aguirre, Kolbe

**Board members absent:** LaCroix, Branson

**Community members in attendance:** Jill Trevino, Human Resources Director, IHLS;  
Attorney Mark Peebles

**The December 3, 2024 board meeting of the Daugherty Public Library** was called to order at 7:00 pm by president Kim Kuni.

**Minutes of the November 6, 2024 meeting** were submitted electronically prior to the meeting so each board member could read them in advance. Due to time constraints, president Kuni stated the board would forego the reading of the minutes. No comments, corrections were presented regarding the November 6<sup>th</sup> minutes. Motion made by Aguirre, second by Martin to accept the minutes as submitted, motion passed 5-0. Minutes will be filed for audit.

At 7:05pm president Kuni turned the meeting over to Jill Trevino, ILHS Human Resources Director. Ms. Trevino gave a very concise explanation of the **Paid Leave For All Workers Act 2024 (PLAW)** including a handout that gave further explanation of the act. Discussion was held about the act and Ms. Trevino answered all questions posed by the board. Librarian Carol will begin to calculate the hours earned by each employee so that adjustments can be made to the payroll in a timely fashion.

Attorney Peebles will draft a policy for PLAW including the present vacation, sick time policy, personal time off for Daugherty employees based upon a form supplied by IHLS Human Resources director, Jill Trevino. A draft of the policy will be submitted to the board for discussion, and perhaps approval, at the January 7, 2025 board meeting.

The meeting was turned over to attorney Peebles at 7:47 pm. Attorney Peebles presented the 2024-25 annual budget.

**Ordinance 24.01** was presented- it was: **“Combined Annual Budget and Appropriations of Daugherty Public Library District for fiscal year commencing July 1, 2024.”** Motion made by Cleveland, second by Martin to accept the document as presented. Motion passed 5-0. Document was signed by president Kuni and secretary Kolbe. Atty Peebles will file the document with St Clair County.

**Ordinance 24.02** was presented- it was: **“Ordinance for levy and assessment of taxes for fiscal year beginning July 1, 2014 by Daugherty Public Library District, St Clair County.”** Motion made by Martin, second by Cleveland to accept the document as presented. Motion passed 5-0. Document signed by president Kuni and secretary Kolbe. Atty Peebles will file the document with St Clair County.

A motion was made by Aguirre, second by Kuni to pay attorney Peebles for his services. Motion passed 5-0.

**At 8:10 president Kuni called for the business meeting to resume.** Committee reports were given.

**Building and Grounds:** Cleveland – ID Recommended the board reject a proposed bid for the repair of the front door from KB Contractors. Further discussion of the repair will take place at the January meeting. Motion made to reject the bid by Kolbe, second by Martin. Motion passed 5-0. Cleveland mentioned a crash bar at the door must be installed in the event of fire.

Cleveland also submitted a letter to Mayor Keys asking the Village of Dupo to cut the height of the mill on the street in front of the library. Cars are dragging when entering or leaving the library area because of the height of the mill. This was to be taken care of in the past but the city has neglected to follow through. The letter was signed by president Kuni and will be sent to Mayor Keys.

**Finance – Branson** – no report was given due to absence. CD's have been renewed with the interest used appropriately. ID gave out copies of the Daugherty Trust agreement to each member

**Community Outreach – Kolbe** – The Friends of the Library will do Breakfast with Santa on Saturday, December 7. Kolbe will continue to work on Strategic Plan and the forming of a library foundation.

**Librarian's report:** Carol has been working with State Rep Mike Bost and has submitted all paper work from the Daugherty Trust account. A 990T has been submitted to the IRS in order to obtain the \$30,000 that was withheld by Centerra when Centerra was in charge of Daugherty Library funds. Carol is working with Representative Mike Bost in securing this money.

Cleveland, Kuni, Branson will be on April ballot for four year terms for board member positions, Martin will be on ballot to fill out a two year term.

Employee Ashley is diligently working on programs to be held at the library.

Andrew the tech man is working on the Daugherty library website to make sure the library website is ADA compliant according to a new Illinois law to take place in January.

Carol is renewing her position as a Deputy Registrar. She will renew it at the Edwardsville courthouse.

Motion made by Martin, second by Cleveland to accept the librarian's report as presented. Motion passed 5-0.

**Bills were presented and discussed.** Motion made by Aguirre, second by Martin to accept the bills as presented. Motion passed 5-0. Bills will be filed for audit.

**Expenditures** for the month of November were presented and discussed. A motion was made by Aguirre, second by Martin to ratify the bills paid. Motion passed 5-0. Expenditures will be filed for audit.

**With no further business** a motion was made by Martin, second by Kolbe to adjourn the meeting. Motion passed 5-0. Meeting adjourned at 8:55 pm.

Submitted by Marlene Kolbe, Secretary

## DAUGHERTY MEMORIAL TRUST MEETING

**The Daugherty Memorial Trust Meeting** was called to order at 8:55 pm by president Kim Kuni.

**Minutes from the November 6, 2024** meeting were filed with each member electronically. Minutes were approved as filed. Motion made by Martine, second by Cleveland to accept the November 6, 2024 minutes as presented. Motion passed, 5-0. Minutes will be filed for audit.

**Old Business:** none

**New Business:** The Trust CD has been renewed as agreed upon and the interest has been used appropriately.

**With no further business** Cleveland made a motion to adjourn, second by Martin. Motion passed 5-0. Meeting adjourned at 9:03 pm.

Submitted by Marlene Kolbe, Secretary