

# MORRISON-TALBOTT LIBRARY BOARD OF TRUSTEES

## 24 FEBRUARY 2025 MINUTES

The Morrison-Talbott Library Board of Trustees met on Monday, 24 February 2025 at 6:30 p.m. in the library. President Andy Mayer presided. Trustees present included:

Tina Charron P  
Phillip Kelley A  
Katie Osterhage P

Sharon Glessner P  
Connie Lutz P  
Kenneth Perkins A

Amy Grandcolas P  
Andrew Mayer P  
Rita Trantham A

Others Present: Jamie Wratchford, Library Director; Stephanie Toenjes, Youth Services Coordinator

Sharon Glessner made a motion to approve the meeting agenda. Motion seconded by Katie Osterhage. Motion carried.

There was no public comment.

With no questions, Connie Lutz made a motion, seconded by Katie Osterhage, to approve the consent agenda. Motion carried.

There was no Friends of the Library Report.

Jamie provided an update on issues with the Daikin mechanical system. STL Direct Mechanical will begin repairs as soon as warranty compressors are received.

Andy Mayer conveyed that the school district is interested in moving forward with a potential intergovernmental agreement. Jamie will send out potential dates for a committee meeting to discuss details.

Trustees reviewed a proposed change to the employee vacation policy for a second reading. Clarification from the Illinois Department of Revenue confirms that paid time off required under the Paid Leave for All Workers Act can be pro-rated for employees hired after mid-year. Connie Lutz made a motion, seconded by Katie Osterhage, to amend the library's vacation policy as proposed. Motion passed.

Jamie proposed revisions to the library's Library Card Policy that would a) remove the ability of patrons to pay for non-resident library cards in two installments, and b) add that the library will sell gift certificates for 1-year non-resident library cards. It will be noted that gift certificates will only be sold for the full 1-year fee, that they cannot be redeemed for cash, and that they are non-refundable. A second reading and vote of these amendments will occur at the 24 March 2025 meeting.

Trustees discussed a request to refund the cost of the purchase of a gift certificate for a non-resident library card. The requester stated that her husband did not want the gift. Trustees

recommended the refund be made, and amendments will be made to the Library Card Policy to ensure all future gift certificate sales are non-refundable. New gift certificates will also be ordered.

Jamie proposed revisions to the library's Technology Device Policy. Amendments include the addition of newly-acquired technology, in addition to adding a provision for the limitation and/or revocation of library cards based on late return or theft of technology items. Items will now be considered late and fully charged to the patron's account at 5 days past due date, rather than charging a \$5.00/day late fine and full charge at 10 days. A second reading and vote of these amendments will occur at the 24 March 2025 meeting.

Jamie reviewed that (3) trustee terms expire on 30 June 2025, and that all officer positions must change effective 1 July 2025.

Jamie shared with trustees that the library has been asked to open the Col. Morrison Home on 3 and 4 May 2025, and to participate in the upcoming Museum Days hosted jointly by the historical society and local history museums. Trustees agreed to help with shifts as necessary.

The next Morrison-Talbott Library Board of Trustees regular meeting is scheduled for Monday, 24 March 2025 at 6:30 p.m. in the library. With no further business to conduct, Amy Grandcolas made a motion, seconded by Sharon Glessner, to adjourn the meeting. Motion passed. Meeting adjourned at 7:35 p.m.