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 **Board Minutes**

**February 21, 2023**

**Present**: Joyce, Waggoner, Kleeman, Schneider, Coenen, Reuter, Smith, Burk, Lenger

**Approval of Agenda:** Motion to approve by Joyce, seconded by Kleeman. All aye.

**Correspondence:** none

**Public Comment:** none

**Minutes:** Motion to approve the minutes of the January 17, 2023 meeting. Moved by Burk, second by Schneider. All aye.

**Financial Reports:**

**Accounts Payable:** Expenses include $15,000 to McCullough Creative, per their requirement that new clients pay 50% of the estimated project cost upfront. Our first meeting with McCullough is later this week. We paid the third quarter NICC reimbursement. We purchased more contract hours with Managed Solutions following new staff computer setup and printer replacements.

Motion to accept by Joyce, seconded by Kleeman. All aye.

**Account Balance:** We’ve met 49% of our budgeted personnel expenses and 60% of our budgeted operations expenses, for 52% overall (at 66% through the year). Some lines are overspent, but as expected for special projects.

Motion to accept by Schneider, seconded by Joyce. All aye.

**Director’s Report:** We’ve migrated our current website to our new hosting provider through McCullough. Cities have been invoiced for the second half of the year. Lydia Sigwarth started today. The annual budget presentation to the County Board of Supervisors went well. ILA Legislative Day is coming up 3/7 and trustees and encouraged to attend.

**Committee Reports:**

**JLAC**: Did not meet.

**Library Agency**: Did not meet.

**Farley Library Committee**: Did not meet.

**Unfinished Business:** None.

**New Business:**

**Branch Establishment Policy:** Motion to adopt by Joyce, seconded by Schneider. All aye.

**Proctoring Policy:** Motion to adopt by Waggoner, seconded by Kleeman. All aye.

**MOU Between C-SPL and DCLD:** Motion to adopt as amended by Schneider, seconded by Burk. All aye.

**Adjournment: Meeting** adjourned at 6:15 PM.

Next Meeting – Tuesday, March 21, 2023, 5:30 PM at Epworth.