

Members Present: A. Floto, L Floto, D. Garlow, Geddeis. Kovanda, Ragaller, Director Gove,

Absent: T. Garlow.

President Kovanda called the meeting to order at 7:00 p.m.

Public Comment by Donna Gill (non-resident), and Dave Johnson representing American Legion. He presented the board with a new American flag. Kovanda thanked him on behalf of the board.

Virtual Guest Speaker: Courtney Mohr of Lauterbach and Amen, LLP discussed the FY2023 audit report.

Secretary's Report: A. Floto moved, and Ragaller seconded, to accept the minutes of the October meeting as presented. Motion approved unanimously.

Treasurer's Report: Geddeis moved, and A. Floto seconded, to approve this report. Unanimous approval. A. Floto moved, and D. Garlow seconded, to approve the Levy Ordinance 2023-03. Motion approved unanimously. President Kovanda and Secretary L. Floto signed the Ordinance. The Truth in Taxation Certificate and Annual Financial Statement were signed by President Kovanda.

Librarian's Report: Kovanda moved, and Ragaller seconded, to approve this report and the payment of current bills. Approval was unanimous.

Building and Grounds Report: Updates on the 113 E. Main property: 1) The dying tree has been removed. 2) Shingles have been replaced and the dumpster will be picked up. Gutter work may be postponed until spring if the weather does not improve. 3) The Dairyhäus lease expires in April 2024. Proposed terms will be discussed at the January meeting. 4) Replacement plants have been replanted.

Unfinished Business: 1) The Board Vacancy Notice and Appointment Policy was discussed. Geddeis moved, and D. Garlow seconded, to approve this policy. Approval was unanimous. Kovanda thanked Geddeis and Gove for their work on drafting the policy. 2) The policy on Paid Leave is provided pursuant to Illinois' Paid Leave for All Workers Act. All library employees are eligible for 1 hour of paid leave per 40 hours worked. The total hours of leave accrued will be capped at 40 hours per 12 months of employment. The use of paid leave will be in increments of at least one hour. Geddeis moved, and Ragaller seconded, to approve this policy. Approval was unanimous. 3) Geddeis moved, and Kovanda seconded, to set the February 2024 board meeting as the final date for submission of the post-mortem report which was approved at the October 17 meeting. Motion passed unanimously.

New Business: 1) Geddeis moved, and Kovanda seconded, to install an American flag and to recite the Pledge of Allegiance at each board meeting going forward. Motion approved unanimously. 2) The procedure to record closed sessions was reviewed. 5 ILCS 120/2.06 will be followed. A recording device will be purchased.

L. Floto moved, and D. Garlow seconded, to adjourn the meeting. Unanimous approval.

Adjournment at 7:52 pm,  
Submitted by L. Floto, Secretary