

MARYVILLE COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
January 16, 2024  
15 Professional Park Drive, Maryville, IL

**I. Call to Order – Roll Call**

Interim President Jessica Yakstis called the meeting to order at 7:02 p.m.

**Roll Call**

Present

Jessica Yakstis – Interim & Vice President  
Sharon Frey – Treasurer  
Rachel O’Neill - Secretary  
Richard Coldiron  
Karen Harris  
Tim Krumm  
Michael Murphy

Absent

Guests

Heather Gaines, Library Director

**II. Public Comment - None**

**III. Approval of the November 2023 MCLD BOT Meeting Minutes**

There was a motion by Tim Krumm and a second by Sharon Frey to accept the November 2023 BOT meeting minutes. The motion passed and the minutes will be placed on file at the library.

Roll Call:

Coldiron, Frey, Harris, Krumm, Murphy, O’Neill, Yakstis  
ABSTAIN: None      NAYS: None      ABSENT: None

**IV. Review Reports**

**A. Library Director’s Report**

**January 16, 2024**

**(insert report)**

**1. Activities**

The director discussed the latest activities from her monthly highlights report. The new additional shelving has been delivered. One arrived damaged and had to be returned.

Library statistics: The trend is indicating electronic downloads are going up.

Programs were discussed along with alternative venues for future events if needed.

## **2. Staff Training Days**

Permission was requested to close the library on Friday, April 19 so the entire staff could attend the IHLS Reaching Forward South Conference held in Collinsville and a date in June for an in-house training/clean-up day.

There was a motion by Sharon Frey and a second by Michael Murphy to approve the library closing on April 19 for the Reaching Forward South conference and a Friday in June (date to be determined later) for a staff in-house/training day.

### Roll Call:

Coldiron, Frey, Harris, Krumm, Murphy, O'Neill, Yakstis

ABSTAIN: None          NAYS: None          ABSENT: None

## **3. Financial Report**

There were a variety of expenses incorrectly entered that Heather brought to the accountant's attention. Sharon Frey pointed out that the payroll taxes listed on the report looked to be incorrect as well. Director agreed and will contact the accountant for further explanation and correction.

### **Approval of the November 2023 MCLD Financial Reports/Vote**

There was a motion by Rachel O'Neill and a second by Michael Murphy to accept the November 2023 financial reports.

### Roll Call:

Coldiron, Frey, Harris, Krumm, Murphy, O'Neill, Yakstis

ABSTAIN: None          NAYS: None          ABSENT: None

## **B. Interim President's Report**

### **1. New Board President**

An official vote will be held at the February board meeting to formally vote Jessica Yakstis in as the new President of the Board. No board members were opposed. Discussion on the Vice President's role will be discussed at the February meeting,

## **C. Personnel Committee Report - None**

## **D. Treasurer's Report**

### **1. 2023 Annual Financial Report**

The Audit was completed with nothing concerning. There was discussion on whether to continue after three years with the current company.

Regarding the Fidelity accounts, Sharon Frey stated she is watching trends closely to determine if changes are needed.

There was a motion by Tim Krumm and a second by Michael Murphy to approve the Library Director engaging C. J. Schlosser & Co. to continue their contract with the Maryville Community Library another three years at a cost of \$6,700 per year.

Roll Call:

Coldiron, Frey, Harris, Krumm, Murphy, O’Neill, Yakstis

ABSTAIN: None      NAYS: None      ABSENT: None

**E. Building Committee Report**

**1. Building Remodel Update**

Discussion regarding recent contact from Richard James Inc. who represents 3Form regarding an invoice for the feature wall. Payment options were discussed along with next steps.

There was a motion by Sharon Frey and a second by Rachel O’Neill to approve the payment to 3Form. of \$1350. Also requested is a letter from 3Form to absolve the library of any further financial responsibility.

Roll Call:

Coldiron, Frey, Harris, Krumm, Murphy, O’Neill, Yakstis

ABSTAIN: None      NAYS: None      ABSENT: None

There was a motion by Rachel O’Neill and a second by Karen Harris to approve the Library Director’s Report.

**V. Old Business – No report**

**VI. New Business**

Tim Krumm requested that checks the Board members are asked to sign be accompanied by an invoice/explanation as a way of transparency.

**VII. Next Board of Trustees Meeting**

The next meeting will be held on Tuesday, February 20, 2024 at 7:00 p.m. at the library.

**VIII. Adjournment**

There was a motion by Tim Krumm and a second by Sharon Frey to adjourn the meeting. Motion passed and the meeting adjourned at 7:57 p.m.