

MARYVILLE COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
January 21, 2025  
15 Professional Park Drive, Maryville, IL

**I. Call to Order – Roll Call – Pledge of Allegiance**

President Jessica Yakstis called the Board of Trustees meeting at 7:01 p.m.

**Roll Call**

Present

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

Absent

None

Guests

Heather Gaines – Library Director

**II. Public Comment - None**

**III. Approval of the November 2024 MCLD BOT Meeting Minutes**

There was a motion by Josh Coldiron and a second by Michael Murphy to accept the November 2024 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**

The Director discussed the latest activities and statistics from the monthly highlights report, which included:

- April 2025 Election Update
- Per Cap Grant
- ILLINET
- Annual Library Certification
- KFC Grant Updates
- Library of Things Additions
- Friends Donation
- Holiday/Community Giveback
- New Library Pet
- Program Updates

Library sign on Route 159 discussed. Tim agreed to look into obtaining an additional sign.

Regarding digital statistics, it was suggested to look at the Genealogy access vs. cost.

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

## **B. Financial Reports**

### **Approval of the November/December 2024 MCLD Financial Reports/Vote**

There was a motion by Tim Krumm and a second by Michael Murphy to accept the November/December 2024 financial reports.

#### Roll Call:

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

ABSTAIN: None      NAYS: None      ABSENT: None

## **C. President’s Report – No Report**

## **D. Treasurer’s Report – No Report**

## **V. Personnel Committee**

### **A. Director Education Plan Review**

Reviewed further research regarding the Director pursuing a Bachelor’s in Business Management Degree at WGU. Advantages of such degree discussed.

Other questions to consider:

- Information on Transcripts
- Number of enrollees
- Success rate
- Percentage with employment

### **B. Tuition Reimbursement Policy**

Continued discussion/review on a tuition reimbursement policy.

- Employee must stay employed for one year (with extenuating circumstances) upon completion of a course(s).
- Recommendation based on class/program

The Director will adjust policy to add 1-year requirement. A decision/vote will be made at the February meeting regarding policy and education course.

There was a motion by Michael Murphy and a second by Rachel O’Neill to approve the Maryville Community Library employee tuition reimbursement policy upon one year of employment up to \$6,500 per year.

Roll Call:

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

**C. Dental/Vision Insurance Review**

Discussion on insurance quote options for dental and vision. Discussed adding coverage and covering 100% of dental and vision. Question about dual coverage between Medicare and library coverage to be looked into by Director. Continued discussion set for following meeting.

There was a motion by Sharon Frey and a second by Michael Murphy move forward with the Personnel Committee's request to use Delta for full time employee dental and vision insurance coverage.

Roll Call:

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

**D Part Time Employee**

A part time replacement position has been posted on the IHLS website to cover some evenings and Saturdays. In addition to the email notification to the Personnel Committee prior to posting, it was agreed to also communicate a follow up to the Personnel Committee when ready to hire.

**VI. Building Committee**

**A. Snow Removal Update**

No problems associated with the newly hired company for sidewalk snow removal. Parking lot snow removal is provided through the PPA.

**B. PPA Committee Update**

Recent closings were necessary due to no snow removal by the PPA on a Friday and Saturday. Continued difficulty getting answers from the PPA. Discussed contacts within the PPA and communication. Director tasked will verify is paperwork regarding the PPA was present upon purchase of building and that the former Board President may be contacted to verify. Meeting between Director and PPA President recommended.

**VII. Old Business**

**Current Employee Medical Benefits Coverage**

Discussed increasing the current library coverage of 75% library paid and 25% employee paid for to 85% library paid and 15% employee paid. Benefits of an increase discussed.

There was a motion by Michael Murphy and a second by Sharon Frey to increase the Maryville Community Library coverage of the employee medical benefits premium from 75% to 85% as recommended by the Personnel Committee.

Roll Call:

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

ABSTAIN: None      NAYS: None      ABSENT: None

**VIII. New Business – No report.**

**IX. Next Board of Trustees Meeting**

The next meeting will be held on Tuesday, February 18, 2025 at 7:00 p.m. at the library.

**X. Adjournment**

There was a motion by Rachel O’Neill and a second by Michael Murphy to adjourn the meeting. Motion passed and the meeting adjourned at 8:39 p.m.