**BROWN COUNTY PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES MEETING**

**March 17, 2025 AT 3:30 PM**

**Call to Order: 3:31pm** President Flynn called the meeting to order. Present: Jeremy Flynn, Alex Geisler, Linda Wade, Heidi Scott, Sharon Teefey, Richard Young, Director. Absent: Mary Anne Kerley, Margaret Scranton

**PUBLIC/AUDIENCE COMMENTS:** none

**APPROVAL OF MINUTES:**

January 20, 2025 - Special Meeting of the Building and Grounds Committee February 24, 2025 - Regular Meeting of the Board of Trustees

February 27, 2025 - Special Meeting of the Building and Grounds Committee February 28, 2025 - Special Meeting of the Board of Trustees

**Motion by Geisler, 2nd by Wade to approve all minutes** Motion carried 5-0

**Motion by Geisler, 2nd by Wade to approve New Library Construction Bill (Henricksen) for $210,944.14**

Geisler YES, Flynn YES, Wade YES, Scott YES, Teefey YES Motion carried 5-0

**Motion by Geisler, 2nd by Wade to approve New Library Construction Bill (Dewberry) for $1,660.00**

Geisler YES, Flynn YES, Wade YES, Scott YES, Teefey YES Motion carried 5-0

**Motion by Wade, 2nd by Geisler** to **approve March 2025'Routine Bills** Motion carried 5-0

**FINANCIAL STATEMENTS:** Budget Analysis/Management Report (detailed breakdown in packet) February 2025 presented by Director Young.

**MARKETING/EVENTS REPORT:** February 2025 (detailed breakdown in packet) prepared by Sarah Worstell

**DIRECTOR'S REPORT:** (detailed breakdown in packet) prepared/presented by Richard Young

* Monthly statistics report shows numbers of patrons, library cards issued and facility use has increased since move to new facility.
* The Illinois State Library Construction Grant Final reports are completed and will be sent following this meeting.

**OLD BUSINESS:**

* Myers & Myers we are still waiting to receive our FY24 audit
* Results of the sale of real and personal property of old library facility at 143 W Main St, Mt. Sterling, IL.
  + **Motion by Geisler, 2nd by Teefey to give President Flynn authority on behalf of the Brown County Public Library District Board of Trustees to execute the contract on sale of the real property at 143 West Main to the Tracy Family Foundation for $135,000.** Motion carried 5-0
  + Timeline and Results of Library Personal property at 143 West Main (detailed breakdown in packet), Phase 1 donation to area public libraries; Phase 2 Public Auction held on March 1, net $1,674.96; Phase 3 remaining items will be donated prior to or disposed of with building transfer.
* Confirmed **Grand Opening of New facility for April 27, 2025,@ 2pm** Mary Ann Kerley lead for organizing event.

**NEW BUSINESS:**

* **Motion by Geisler, 2nd by Teefey to approve to advertise for bids to be received no later than April 21, 2025 at 3:00pm with bid opening on the same day at 3:30pm for Phase 2 of Landscaping project.** Motion carried 5-0
* **Motion by Teefey, 2nd by Wade to bid for lawn mowing services for 2025.** Motion carried 5-0
* **Motion by Geisler, 2nd by Wade to purchase 3 new computer/monitors from Adams Experts for Young Adult area for $5,208.96.** Motion carried 5-0
* **Motion by Geisler, 2nd by Wade to purchase 1 new desk telephone from Adams Experts for the Service Desk for $509.25.** Motion carried 5-0
* **Motion by Geisler, 2nd by Scott to purchase a Hunter Green Bicycle Rack for outside entrance of library for**

**$2,413.18.** Motion carried 5-0

* **No motion/action** on Quanada's request to partner for an already determined design and grant awarded program.

Next regular meeting: **Monday, April 21, 2025 at 3:30 PM ADJOURNED AT 4:22 PM**

**Y** submitted,

Sharon Teele