VILLAGE OF MCFARLAND

Library Board Minutes

Monday, February 7, 2022 - 5:15 PM

1. CALL TO ORDER

Peter Sobol called the Library Board to order at 5:15 p.m. the E.D. Locke Public Library, meeting room 103.

Members present: Karin Mandli, Evan Richards, Peter Sobol, Ken Machtan, Michael Flaherty, Staci Fritz, Mona Nelson

Members not present:

Staff Present: Hieidi Cox, Library Director

2. PUBLIC APPEARANCES AND COMMUNICATION

3. ACTION ITEMS

a. *Motion to approve the minutes of the January 3, 2022 meeting.*
Motion by Member Evan Richards, second by Member Staci Fritz, to approve the minutes of the January 3, 2022 meeting. Motion carries 7 - 0 - 0 by acclamation.

b. *Motion to approve the January invoices*
Motion by Member Ken Machtan, second by Member Karin Mandli, to approve the January invoices Motion carries 7 - 0 - 0 by acclamation.

4. INFORMATION ITEMS

a. *Budget Update*

b. *Director's Report*

c. *Monthly Statistical Report*

5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

a. *Job Description - Library Assistant*
Motion by Village Trustee Michael Flaherty, second by Member Evan Richards, to approve Job Description - Library Assistant, Job Description - Adult Services Librarian, and Job Description - Youth Services Librarian Motion carries 7 - 0 - 0 by acclamation.

b. *Job Description - Adult Services Librarian*

c. *Job Description - Youth Services Librarian*

d. *2021 Annual Report*
Motion by Member Karin Mandli, second by Member Ken Machtan, to approve to approve allowing the
2021 annual report to be signed by the Library Board President, Peter Sobol before

being approved by the full Library Board2021 Annual Report Motion carries 7 - 0 - 0 by acclamation.

e. *Library Book Lockers*

Motion by Member Ken Machtan, second by Member Karin Mandli, to approve accepting the Library Book Lockers which will be paid for by a grant to the South Central Library System. Motion carries 7 - 0 - 0 by acclamation.

6. ADJOURNMENT

Motion by Village Trustee Michael Flaherty, second by Member Staci Fritz, to adjourn at6:12

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Heidi Cox
Library Director