



**Thomas Ford Memorial Library**  
Board of Trustees  
Minutes of the August 23, 2022

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

Present: Carroll, Fahrenbach, Foster, Montgomery Absent: Baker, Hanson, Kartsounes

Also present: Bodewes, Lewandowski

**MOTION: Minutes of the July 26, 2022 meeting of the Board of Trustees**

Montgomery moved to approve as presented the minutes of the July 26, 2022 meeting of the Board of Trustees; Foster seconded the motion. All approved.

**Treasurer’s Report**

Foster reviewed the July 2022 treasurer’s report and vendor list. Property tax revenue is delayed. Illinois Funds have been paying out. Noted expense: seasonal landscaping (mulch and plantings). All income and expenditures were of the usual sort.

**July 2022 Treasurer’s Report**

Library Operating Fund #920	\$969,902.31
Graham Trust Fund #925	\$272,065.46
Building Maintenance Fund #930	\$179,343.80
Capital Fund #970	\$107,580.23
Timber Trails Fund #950	\$69,592.89
Debt Retirement Fund #940	\$133,238.84
July 2022 Vendor List	\$103,857.79

**MOTION: July 2022 Treasurer’s Report**

Carroll moved to approve the July 2022 treasurer’s report and vendor list; Foster seconded the motion.

**Roll Call:**

Carroll AYE

Fahrenbach AYE

Foster AYE

Montgomery AYE

All approved.

**Librarian’s Report**

• **Library Audit**

The Library’s FY 2021 audit is complete. Auditor Brian LeFevre from Sikich will present and discuss the audit at the September meeting. A hard copy of the audit was distributed for advance review; a digital copy will also be emailed this week.

- **Server Upgrade Project**

The Library was closed on August 17 to allow technicians to conduct upgrades to the Library's server, internet and phones. The server rack has been replaced and rewired. Pending work (due to supply chain issues) includes installation of an upgraded battery back-up and new Wi-Fi access points in the Administrative Hallway and Board Room. A new screen has also been installed in the Board Room.

- **Summer Reading**

Our Summer Reading Programs have come to an end and were a big success. More than 1,300 adult, teen/tween, and youth participated in programs and earned prizes. Appreciation was expressed to the Adult, Teen, and Youth departments for the time and effort that they put into making Summer Reading successful as an in-person event after two years of virtual programs.

- **Fall Newsletter**

The Fall newsletter has been delivered to residences. The issue covers September through December and features virtual and in-person programming, service highlights, and information on the 90th anniversary celebration.

- **Statistics and Departmental Reports** were presented.

**Visitors/Public Comment:** None.

**Communications:** Correspondence from some young patrons making a donation to the library from their summer bake sale.

**Committees:**

**Building and Grounds**

Other than the technology projects discussed above, the building highlight was the installation of a wild life ladder to assist squirrels in exiting the window well on the library's north side.

**Old Business**

**Identity Protection Policy Review**

The Library's Identity Protection Policy (TFML Policy No. 24) is based on Illinois statute and has been vetted by Library legal counsel.

**MOTION:** Foster moved to approve as presented the Identity Protection Policy; Montgomery seconded the motion.

**Roll Call:**

Carroll AYE

Fahrenbach AYE

Foster AYE

Montgomery AYE

All approved.

**New Business**

**Library 90th Anniversary**

On September 10 the Library will host a 90th Anniversary Celebration that will include entertainment for adults and children as well as activities and refreshments and more. Displays celebrating the history of the Library are located in the lobby and the entry hall. A bookmark, small brochure handout, and social media posts also commemorate this special anniversary year.

There being no other business, Carroll moved to adjourn at 7:29 p.m.; Montgomery seconded the motion. All approved.

**The next regular meeting of the Board of Trustees will be held on Tuesday, September 27, 2022.**

Respectfully submitted,

Kathleen Lewandowski  
Recording Secretary