

Seymour Public Library District

Board of Trustees Meeting

Date: April 23, 2024 4:30 at Seymour Library

Trustees Present: Cindy Baney, Clyde Howard, Debbie Daloia, Meg Vanek, Lynda DeOrio, Bill Foster, Nancy Karpinski, Mike McCole

Staff Present: Lisa Carr, Dixie Warner-Webert, Dori Gottschalk-Fielding

Agenda Item	Description	Discussion	Action Taken/Next Steps
1	Welcome & Call to Order		Clyde Howard, President
2	Adoption of Agenda	Lisa Carr under New Business: Proposed new budget.	Agenda was adopted with addition under New Business, on a motion by Lynda DeOrio, seconded by Cindy Baney, passed unanimously.
3	Public Comment	none	
4	Approval of Consent Agenda	<p>Consent Agenda includes:</p> <ul style="list-style-type: none"> ● Minutes of the 03/26/24 meeting ● April 2024 Library Report ● Committee reports <ul style="list-style-type: none"> ○ Board Governance 4/18/24 ○ Finance 4/10/24 ○ Building 4/18/24 <p>April 2024 Grants Report: Dori Gottschalk-Fielding reported the Library received a FLLS outreach mini-grant.</p>	The Consent Agenda was approved unanimously on a motion by Debbie Daloia, seconded by Mike McCole.
Action Items			
5	March 2024 Financial Statements		The March 2024 Financial Statements were approved unanimously on a motion by Mike McCole, seconded by Lynda DeOrio.
	March 2024 Claims		The March 2024 Claims were approved unanimously on a motion by Meg Vanek, seconded by Debbie Daloia.
	Review of 2023 Audited Financial Statement		Tabling vote until final changes are made
	Review 2023 990	Due May 15, 2024, Filing extension	Put on agenda for next meeting
	Appointment of Fleming Trustee	The applications of 3 candidates were reviewed by Board Governance. BG recommendation is Kim Schulze is a strong candidate.	Motion to appoint Kim Schulze to fill the vacant Fleming seat until 12/31/24 by Nancy Karpinski, seconded by Meg Vanek. Approved unanimously.
	Policy Review: 712 Programming Policy		Motion by Lynda DeOrio, seconded by Meg Vanek to scale back library resources to benefit outside groups, unanimously approved.
	Policy Review: 402 Library Bill of Rights		Motion by Meg Vanek, seconded by Mike McCole to affirm the ALA Library Bill of Rights. Approved unanimously.

6. Discussion Items		
	Proposed Election Timeline for 2025 Budget Referendum/Trustee Election	The proposed timeline puts the election on Wednesday, 10/23/24. See attached schedule.
	New Business	Brief discussion of the reception for Municipal Leaders to be held April 24, 2024, 5:30 pm
<i>UPDATES</i>		
7.	Friends of Seymour Library	Lynda DeOrio reported that the Friends bank balance stands at \$26,755.89 Lake Ave Yard Sale 5/4/2024, drop off 5/3/2024 at 32 Lake Ave. Book Nook: official opening May 14.
	Upcoming meetings	4/24/24 Municipalities Open House 5/2/24 Presentation to City Council 5/9/24 Board Governance 5/14/24 Building Committee 5/20/24 Finance Committee 5/28/24 Board of Trustees

The meeting adjourned at 5:18 pm on a motion by Meg Vanek, seconded by Cindy Baney, approved unanimously.

Next Regular Board of Trustees Meeting: May 28, 2024 at 4:30 pm

Respectfully Submitted,
Cindy Baney, Secretary

Seymour Public Library District

2025 Election/Budget Referendum

2024 Timeline

Tuesday, Sept. 3: Place legal notice advertising availability of trustee petitions (50 days before)

Wednesday, Sept. 4: Publicize & host a trustee informational session (6 p.m.)

Tuesday, Sept. 17: 5 p.m. Deadline for trustee candidates to submit petitions (36 days before)

Tuesday, Sept 24: Place legal notice to advertise availability of Absentee Ballots (NO EARLIER than 30 days before) & notice of public hearing on referendum

Tuesday, Sept. 24: Letter from Board to municipalities, re: Public Hearing & Copy of Annual Report

Wednesday, Oct. 2: Hold public hearing on budget (21 days before) (6 p.m.)

Thursday, Oct. 3: Earliest Date to place legal notices/signs in municipal buildings advertising Election/Referendum(20 days before)

Thursday, Oct. 3:Place legal notice announcing the date of the Budget Referendum/Trustee Election

Thursday, Oct. 3: Email from the Board to municipalities, re: Budget Referendum & Election (legal notice sign)

Thursday, Oct. 10: Last day to place legal notice/signs in municipal buildings (13 days before)

Wednesday, Oct. 16: Deadline for Absentee Ballot Applications requesting ballot by mail (7 days before)

Thursday, October 17: All Requested Absentee Ballots must be mailed out (6 days before)

Tuesday, October 22: Deadline for Absentee Ballot Applications for in-person ballot pick up (1 day before)

Wednesday, October 23: Election Day. Completed Absentee Ballots must be returned by 5 p.m. (day of vote)