Litchfield Public Library District

Board of Trustees

Meeting Minutes ---- January 16, 2024

The meeting was called to order at 10:15am. Present were Mary Schneider, Carol Sneed, Mark York, Chris Dahler, Jan Marshall and Vickie Lovellette as well as library director Sara Zumwalt.

The minutes of the previous meeting were approved by a motion made by Vickie Lovellette, seconded by Carol Sneed. Motion carried.

There was no public comment.

Sara gave the finance report of the mid-way point of the fiscal year. Questions about expenditures were asked and answered. The finance report was approved by a motion made by Carol Sneed, seconded by Mark York. A voice vote followed:

 Mary Schneider: aye Carol Sneed: aye Mark York: aye

 Chris Dahler: ate Jan Marshall: aye Vickie Lovellette: aye

Motion carried.

Sara gave the Librarian’s Report, which was approved by a motion by Chris Dahler, seconded by Jan Marshall. Motion carried.

There was no correspondence, committee reports, or old business.

In new business, the Library approved the PLAW Policy with a motion made by Mark York, seconded by Carol Sneed. Motion carried. The Library formally adopted the American Library Association’s Library Bill of Rights to satisfy the terms of Illinois Public Act 103-0100. Motion made by Vickie Lovellette, second by Chris Dahler. Motion carried.

Sara presented several options for new library cards which will feature a photo of the new building as well as the new address. Motion was made by Vickie Lovellette, second by Mark York, to purchase 5000 cards with one keytag from Permacard. Motion carried.

Sara asked for two weeks vacation time in February and November 2024. Motion to accept the two weeks was made by Jan Marshall, seconded by Chris Dahler. Motion carried.

Motion to adjourn was made at 10:59 by Carol Sneed, seconded by Vickie Lovellette. Motion carried and meeting adjourned.

Submitted in absence of secretary by

Sara Zumwalt