

**WILLIAMSVILLE PUBLIC LIBRARY AND MUSEUM**  
Board of Trustees' Regular Board Meeting  
Tuesday, October 15, 2024  
6:00 P.M. at the Williamsville Public Library and Museum

**Minutes**

**Roll Call**

With a quorum present, the regular meeting of the Williamsville Public Library and Museum Board of Trustees, held on Tuesday September 10, was called to order by Kim Knox, President of the Board of Trustees, at 6:01 P.M.

**Members Present:**

Kim Knox, president; Kaylee Mitts, secretary; Ryan Roberts, treasurer; Judy Krell, trustee; Jen Heintzman, trustee (6:12 P.M.)

**Absent:**

Alice Lasswell, vice president; Patsy Cowsert, trustee

**Employees Present:**

Natalie Albers, Director

**Approval of Secretary's Minutes**

The Board reviewed the minutes for the September Board Meetings. Kim Knox made a motion to approve the minutes with minor corrections. Kaylee Mitts seconded the motion. All ayes. Motion carried.

**Public Acknowledgment**

**Treasurer's Report**

Natalie Albers provided the financial reports for September 2024. All transactions from the checking account, petty cash, outdoor education, checking and regular savings account were reviewed. Most of the expenses paid from the checking account were for utilities and the purchase of new library materials. Ryan Roberts made a motion to approve the treasurer's report. Judy Krell seconded the motion. All ayes. Motion carried. A full copy of this report is attached to the official copy of these minutes. The Ameren bill has significantly decreased since the installation of the solar panels.

**Director's Report**

Director's Reports September 2024 was reviewed by the board. Program statistics, fees collected and checkout numbers by platform were provided to board members. WPLM hosted several directors from central Illinois and two representatives from IHLS on Thursday, September 12. There were several compliments about our facility and the variety of programs and services we are able to offer as a small library and museum.

## **Committee Reports**

*Finance Committee*

*Collection Committee*

## **Friends of the Library**

The Friends of WPLM will meet on October 22 at 6:00 P.M.

## **Unfinished Business**

*Trustee Elections*

Trustees up for election can bring their paperwork to the November board meeting, Tuesday, November 12, to be passed along to the Village.

*Director's Evaluation*

Director's Evaluation reports are due at the November board meeting, Tuesday, November 12.

## **New Business**

*Volunteers for Santa Event*

Board members were asked to volunteer to hand out books at the Santa and Cookies event on Saturday, December 14. Kaylee Mitts and Ryan Roberts volunteered to help.

*Review of Standards & Policies*

Natalie Albers will review the Standards & Policies. She will report back to board members with suggestions of possible policy changes and summarize how WPLM compares to state standards.

## **Other Business**

*Museum Changes*

After visiting Peoria Public Library gallery during the Illinois Library Association Conference, Natalie will be exploring ideas to re-design the west wall of the museum gallery.

## **Adjournment**

Ryan Roberts made a motion to adjourn at 6:25 P.M.; seconded by Judy Krell.  
All ayes. Motion carried.

Respectfully submitted,

Kaylee Mitts

Secretary, Williamsville Public Library and Museum Board of Trustees