

FEBRUARY 2022 AGENDA

1. Call to Order – Monday, February 7, 2022 Pullen Pro Temp
2. . Roll Call

_____ Bates	_____ Fisher	_____ Roessler
_____ Eisenmayer	_____ Painter	_____ Russell
	_____ Pullen	
3. Meet with Staff member Hilligoss and Baker.
4. Minutes of January 3rd meeting.
5. Financial Report for January.
6. CD Interest Rate Correction – Stronghurst Bank CD#2 maturity date was 1-14-2022 and the interest rate on this certificate changed to .3500% with an annual percentage of .35%
7. Circulation for January.
8. Staff
 - Director evaluation and a year in review
9. IMRF – Received the Final Notice of IMRF Contribution Rate for YR2022- 13.77%.
10. Certificate of Status of Exempt Properties – Board President to sign and date.
11. Local Cure Reimbursement
 - 1-21-22 - Director Smith had to resubmit receipts that totaled \$93.27 as this was the total remaining in the allotment. \$762.54 was not allowed in this allotment.
12. Emergency Connectivity Fund Reimbursement
 - Sam.gov registration was activated and will expire 12-1502022
13. Hoopla a digital media service.
 - Instantly borrow eBooks, audiobooks, movies and more 24/7 with your library card.
 - A pay as you go company. In the beginning the library signs a contract a required minimum down payment is based on your population.
 - An app that is easy to use
 - Can set spending limits
 - Your library sets the limit patrons for example: 5 checkouts per month
 - No holds, every title is available for simultaneous use
14. Tumblebooks
 - Subscription expires February 8, 2022. Do you want to renew? We paid a multi-year subscription paying annually that includes access for West Central CUSD 235 for \$799.20.

15. The Board must appoint a staff member to be the Open Meetings Act designee. This person can be the FOIA officer as well. The OMA designee then must complete the training annually. Board members are required to take the OMA training only once. Any new board member must complete the training within 30 days.
 - 1-6-22 Director Smith completed the Open Meetings Act on-line training
 - 1-21-22 Director Smith completed the Freedom of Information Act on-line training

16. Library Trustee positions and terms.
 - President – Diana Russell, April 2024
 - Vice-President – Thomas Pullen, April 2027
 - Secretary – Sharon Eisenmayer, April 2022
 - Treasurer – Judy Roessler, April 2022
 - Charleen Fisher, April 2022
 - Jennifer Painter, April 2027
 - Susan Bates, April 2024

17. **ERate** - Steve Futrell, ERate Funding Solutions filed the E-Rate FY22 (07/01/22 – 06/30/23) FCC Form 471 Application #21002201 for Category 1 - Internet Services.

18. Bookmobile
 - 12-24-21 Absolute Transportation, Burlington Ia. Closed its doors.
 - 1-14-22 Director Smith called Nichol’s Diesel Service, Galesburg, IL and they will service the truck and the generator.

19. Illinois State Library “On the Road to Recovery: Transforming Library Spaces” Grant
 - 1-12-22 Director Smith filed quarterly Financial and Narrative Report
 - Director update

20. Vervocity
 - 1-18-22 Director Smith gave final approval of the new website
 - 1-24-22 New website has moved to the deployment phase. This is the phase where they perform the pre-launch tasks to get the site ready to launch. Training will be scheduled after the launch.
 - 1-24-22 Final invoice \$3,100

21. Central Illinois Library Legislative Meet-up to be held virtually Friday, January 28,2022 at 8:00-9:00 a.m. – Director Smith report

22. Illinois State Library Annual Certification for 2022
 - 1-13-22 Director Smith completed the Annual Certification, as required by the Illinois State Library for library system membership. [23 Ill. Adm. Code 3030.200(a)(2)(I)]

23. Take and make crafts schedule

January – 50 snowman crafts

February -Blind Date with a Book – Adults

- February - Lego Contest -Kids
- March – Pot of Gold Reading – Kids
- April – Fancy Nancy
- May – Summer Reading Kick-off

24. Goals for the Library and the Bookmobile

25. Other –

- 1-5-22 School canceled below temps so therefore the Bookmobile did not go.
- 1-6-22 Recycle beings with Jackson Disposal
- 1-10-22 PM on the furnaces and filters changed by Brockway
- 1-11-22 Director Smith attended 1 of 4 webinars IMRF Authorized Agent Workshop Series.
- 1-13-22 Had to cancel our program with Jeff Lox, we will reschedule at a later date.
- 1-19-22 Director Smith attended the RAILS member update online.
- 1-31-22 ABC Fire Extinguishers annual maintenance
- 2-5-22 – Program by Donna Painter “Fermentation for Beginners” at 10:00 am
- 2-10-22 – Program by Hannah (Allaman) Hill, Book Editor at 6:30 pm

Next meeting is March 7, 2022 at 5:00 p.m.