

December 2, 2024  
Board Meeting Minutes

President Russell called the meeting to order at 5:00 p.m.

Day, Escorcia, Gullberg, Hinshaw, Painter, Russell, and Titus were all in attendance, along with Allaman, Lambert, and Tee.

Public Comments:

Members of the public are now invited to speak to the Board of Trustees. Remember to sign in on the Public Comment Sheet and identify yourself when called upon. Comments are limited to five minutes or less. Up to 15 minutes of time will be allowed for this agenda item. In compliance with OMA, actions may not be taken on items not already on the agenda, but action may be deferred to a later Board Meeting at the discretion of the Board.

The Henderson County Library Board reviewed the minutes from the November 4, 2024 Board Meeting. Motion to approve the meeting minutes was made by Escorcia. Second by Painter. All approved and motion was carried.

PROP A: November Financial Report: Motion by Day, second by Gullberg, all approved, motion carried. Financial Report: Current Assets as of November 30, 2024 are \$567,087.22.

Expenses as of November 30 <sup>th</sup> : \$28,257.71	Income: \$24,362.04
Raritan CD: \$60,422.60	Raritan CD: \$57,973.39
Stronghurst CD: \$55,263.83	Stronghurst CD: \$56,295.90

On November 15<sup>th</sup> the Henderson County Library received \$19,711.25 the 4<sup>th</sup> installment of the Property Tax Levy. The library also received a distribution of interest for \$81.49.

Prop B: Motion was made by Escorcia and second by Titus to keep CD \*\*\*26 at Raritan State Bank. The Board approved a 6-month CD with a Rate of 4.25% and APY of 4.34%.

Circulation for November

Library Checkouts: 1,085	Bookmobile Checkouts: 1,159
Interlibrary Loans in: 244	Interlibrary Loans out: 302
E-books Checkouts: 179	E-read IL: 59
Library Attendance: 599	Bookmobile Attendance: 467
Curbside Attendance: 0	New Users: 8
Hoopla Checkouts: 192	Meeting Room Use: 5
Library Spaces Use: 10	Website Visits: 305
Mango: 0	Creative Bug: 0

Director Lambert received notification letter from IMRF stating the 13.39% would be the library's new Contribution Rate for Year 2025.

Director Lambert also discussed with the board the wage increase taking place January 1, 2025. Wages for employees 18 years of age or older will increase to \$15 per hour. Employees under 18 years of age who have not worked more than 650 hours during a calendar year will be paid, \$13 per hour. Lambert

also discussed the Paid Leave Law, this law states for every 40 hours an employee works, the employee receives 1 hour of PTO(Paid Time Off). Employees can only earn up to 40 hours in a fiscal year.

November 20, 2024, FCC Form 471 E-Rate Funding Year 2025(07/01/25-06/30/26) and MTC Communications Contract renewal agreement Premium Internet-Business Broadband provides 300 Mbps downloads and 100 Mbps upload for a 12-month term (07/01/24-06/30/25).

Upcoming programs for the library:

December 5<sup>th</sup>-7<sup>th</sup> – Gingerbread House Decorating Days. December 7<sup>th</sup> – Oquawka Lighted Christmas Parade. December 12<sup>th</sup> at 11:00 am and 6:00 pm – DIY Book Ornaments. December 14<sup>th</sup> from 9:30-11:30am – Breakfast with Santa.

President Russell and the Open Meetings Act Designee must complete the Open Meetings Act training every year. The FOIA Officer will complete the FOIA training every year as well. Director Lambert will complete both trainings in January.

On April 15, 2025, the Library will host the annual Fancy Nancy Tea Party, at the Barn at Fairview Acres at 6:30 pm.

Director Lambert and Tee discussed building maintenance and goals for the library. They would like a more useful sink and counter in the meeting room. Also discussed was the parking lot; topics included asphalt, concrete, and the handicap area.

The board read over and discussed Chapters 1-7 of the “Serving Our Public 4.0: Standards for Illinois Public Libraries”. In January, the board will complete Ch. 8-13, completing the checklists after discussing each chapter. After completing all of the chapters, Director Lambert will complete the Per Capita and Equalization grant application, which is due by January 30, 2025.

11/7 – The ROE #33 held a Family Reading Night with 36 people in attendance. 11/13-14/24 – Escape Room held at WCMS, the book was “Among the Hidden”. Baker and Tee ran the escape room, while Lambert worked the library. 11/18 – Director Lambert met with Kevin Titus from UI Extension Office – American Connection Corps to discuss the digital needs in the community and how they can help. 11/19 – Gina Raymond from the ROE #33 came to do Storytime and read “Llama Llama Gives Thanks” by Anna Dewdney, and every family left with a copy of the book. 11/18-22/14 – RAILS Delivery County. 11/21 – We held an evening Storytime at 5:30pm for Family Reading Night sponsored by the Illinois State Library. Director Lambert did Storytime, the library had snacks, and there were 8 in attendance. 11/22 – Stronghurst Christmas Walk – Director Lambert, Tee, Allaman, and Painter set-up a table in the Senior Center, they popped popcorn and had a spin-to-win prize wheel. 11/23 – Josh from Nicor Gas was doing routine inspections and fixed a line that was going bad.

The next meeting is January 6, 2025.

Meeting adjourned at 6:23 pm.