

January 6, 2025
Board Meeting Minutes

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

Day, Escorcía, 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 December 2, 2024 Board Meeting. Motion to approve the meeting minutes was made by Escorcía. Second by Painter. All approved and motion was carried.

PROP A: December Financial Report: Motion by Titus, second by Painter, all approved except Gullberg who was excused, and motion was carried.

Financial Report: Current Assets as of December 31, 2024 are \$546,560.40.

Expenses as of December 2024: \$21,847.76

Income: \$6,049.09

Raritan CD: \$ 60,668.91

Raritan CD: \$58,209.72

Stronghurst CD: \$55,911.40

Stronghurst CD: \$56,934.51

Director Lambert informed the board; they would be meeting with all staff members during the February board meeting. These meetings give the employees the opportunity to discuss their opinions and recommendations about the library and Director Lambert.

Circulation for December

Library Checkouts: 930

Bookmobile Checkouts: 765

Interlibrary Loans in: 253

Interlibrary Loans out: 250

E-books Checkouts: 216

E-read IL: 74

Library Attendance: 465

Bookmobile Attendance: 270

Curbside Attendance: 0

New Users: 7

Hoopla Checkouts: 209

Meeting Room Use: 6

Library Spaces Use: 18

Website Visits: 303

Creative Bug: 3

PROP B: Escorcía motioned, Titus second the motion, and the Library Board approved the purchase of new tires from Flatt Tire Service in Stronghurst, IL. The Hankook, Dynapro AT2 Extreme RF12 tires will be purchased for the bookmobile costing approximately \$795.08.

Director Lambert discussed the DeepFreeze quote from Faronics. The board agreed to purchase a one-year DeepFreeze subscription for the patron computers.

The HCPLD strategic plan survey will be sent out in January to Henderson County residence. The survey will be available to complete for approximately 2 months and will give valuable information for the library to use during upcoming years.

The library has many exciting new events coming in 2025. Some of these new events include: a Creativebug Art Exhibit, "Reading With My Snowmies" the Adult Winter Reading Program, and a Mozzarella Demonstration Class with Candy Kage. Also, starting in January is the monthly "Storytime Around the World" program where they will learn about a new country each month. In February the library will partner with the ROE#33 and WCES to host "Mad Scientist." The library will also be continuing our monthly Storytime partnership with ROE#33 and starting a new one with 4-H from the Illinois Extension Office for our STEAM kids on Tuesday mornings.

Director Lambert informed the board she should be receiving the Certificate of Status of Exempt Properties paperwork from the County Clerk. Once the paperwork is received, President Russell will sign, date, and return the document. Director Lambert also discussed the Open Meetings Act training; Lambert informed the designees would be receiving the link to complete their training. In January, Yesenia will be completing the FOIA training, as she is the FOIA officer.

RAILS Annual Certification begins January 3 and ends March 31st. Lambert received the paperwork on January 6, 2025, she will complete and return quickly. The certification is required to qualify for continuing system services and grant programs from the State Library.

Director Lambert stated there are no Building and Maintenance Goals to discuss during this meeting.

The board read over and discussed Chapters 8-13 of the Per Capita Grant Requirements, "Serving Our Public 4.0: Standards for Illinois Public Libraries. Chapter 8: System Member: Responsibilities and Resource Sharing. Chapter 9: Public Services: Reference and Reader's Advisory Services. Chapter 10: Programming. Chapter 11: Youth/Youth Adult Services. Chapter 12: Technology. Chapter 13: Marketing, Promotion, and Collaboration. Director Lambert will now complete the grant application.

12/5-7/24 – Gingerbread House Decorating Days with 93 in attendance for in-house. 12/5 – 7 attendees from Hope Haven came to the library to decorate the Gingerbread Houses the library donated to them. 12/7 – Cassidy and Allaman rode in the bookmobile and tossed candy during the Oquawka Lighted Christmas Parade. 12/11 – Director Lambert submitted the grant application for Round 3 of the Libraries Transforming Communities Grant. 12/12 – Held Adult DIY Book Ornament craft at 11:00 a.m. with 9 in attendance. The craft was held again at 6:00 p.m. with 11 in attendance. 12/14 – From 9:30-11:30, the library held Breakfast with Santa, even with the bad weather, 63 were in attendance. 12/16 – Director Lambert attended the RAILS Roundtable Zoom meeting about Nature and Libraries and will start co-hosting a networking group next year. 12/17 – Gina and Makayla from the ROE #33 came for Storytime and everyone got to make Christmas ornaments. Each family was also given a copy of the book "Don't Push the Button! A Christmas Adventure" by Bill Cotter. 12/20 – Director Lambert attended the Rural Director's meeting on Zoom at 10:00 a.m. 12/25-26/24 – Library was closed for Christmas Eve and Christmas Day. 12/31-1/1 – Library was closed for New Year's Eve and New Year's Day.

The next meeting is February 3, 2025 at 5:00p.m.

Meeting adjourned at 6:26 pm.