

Henderson County Library Board of Trustees

October 10, 2022

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

Roll Call: Day, Gullberg, Pullen, Hinshaw, Fisher, Russell, and Painter were present.

Precision Energy - 9/8/22 – Director Smith, Russell, Fisher met with Brian Fleming. 9/26/22 – Mr. Fleming presented the proposal to Director Smith and Russell. 10/10/22 - Mr. Fleming presented proposal to board.

Sept. 12 meeting minutes. Pullen moved to approve. 2<sup>nd</sup> by Day. Roll was called and motion carried.

Pullen approved minutes from the September 12<sup>th</sup> Director Search meeting. Painter 2<sup>nd</sup> the motion. Motion carried.

Pullen motioned to approve the meeting minutes from the Directors search meeting. Painter seconded the motion. Motion carried.

Financial Report:

Current assets as of September 30<sup>th</sup>, 2022 are \$566,893.96. Expenses for September, 2022, were \$21,122.03. Income for August was 90,317.89. Raritan CD #1 has a balance of \$56,300.70, Raritan CD #2 \$51,776.20, Stronghurst CD#1 \$53,405.78, and Stronghurst CD #2 is \$53,673.87.

Prop A: Fisher moved to approve the Financial Report with a second from Painter. Roll was called and motion carried.

10-6-22 – Diana Russell cashed the Raritan State Bank CD #1 for \$56,252.91 and moved it into a 13-month CD with rate of 1.90% and an APY of 1.92%. Maturity date is November 6, 2023.

9-22-22 – 3<sup>rd</sup> Installment of property taxes were received - \$86,678.93.

Library Search Continues: 3 interview were held. 9/22 & 9/28. Next round of interview with the board will be November 1.

Prop B: Personnel Policy Update: New vacation schedule. Gullberg approved and 2<sup>nd</sup> by Fisher. Roll was called and motion carried.

Board approved the purchase of the Fire Proof File Cabinet during the September meeting for \$2675.

9-15-22 – MTC Communication installed 3 new desk phones and 1 cordless phone. 9-19-22 – Filed forms to receive a dedicated phone line for the monitor fire alarm system.

9-19-22 – Director Smith called Johnson Controls to move the library offline for 30 days. When MTC Communications have the dedicated phone line installed, Johnson Controls will need to come and hook up.

ERATE: 9-19-22 – E-Rate Funding FCC form 470 was filed for Internet Access Services (July 1, 2023 – June 30, 2024)

Emergency Connectivity Fund Program – 8/31/22 ECF Disbursements have bounced back. 9/12/22 & 9/14/22 Mr. Davis recommended removing the old bank account info. Director Smith was able to remove. 9/26/22 The FCC disbursement from 2021 of \$316.44 was deposited into Raritan Money Market Account.

Illinois State Library Grant Opportunity – 9/9/22 Bigger Electric poured the cement for the generator pad. 9/15/22 – Bigger Electric delivered the generator. 9/29/22 – The library will be without power the entire day for installation of the generator.

#### Circulation for August 2022

Library Checkouts	2,838	Bookmobile Checkouts	1,355
Interlibrary Loans in	26	Interlibrary loans out	330
E-books checkouts	212	E-read Illinois	6
Library attendance	545	Bookmobile attendance	575
Curbside attendance	3	New users	14
Hoopla checkouts	69	Meeting room use	7
Library spaces use	25	Website visits	470

HCHD- COVID -19 Response Grant - Escape Room will be Held at West Central Middle School on Thursday, October 27<sup>th</sup> from 11:30-3:00pm and Friday October 28, 2022. Director Smith, Baker, Cassidy and Tee will help with the Escape Room. Allaman will keep the library open.

4 –week COVID Breathing Yoga Class for Ladies was held in September and October. Library plans to add more classes in November and December.

WIU Archives – First Bi-annual Small-Town Libraries in Western Illinois presented by Dr. John Hallwas and Kathy Nichols. Outreach program gave a tour of the library at WIU. IRAD has 7 depositories throughout the State of Illinois – public documents with WUI being one of the depositories. Dr. Hallwas spoke about grant information. Illinois Humanities is offering general unrestricted grants of \$5,000 for eligible individuals and \$10,000 or eligible groups and organizations that are engaged in cultural work in rural Illinois communities. WIU will take any microfilm of ours they do not currently have in their possession.

Pekin Insurance Company – Director Smith, Allaman and Tee completed and emailed the Worker Comp Audit on 9-21-22.

Building Maintenance & Goals – Two dedicated study rooms, flooring in the mail library in front of the circulation counter, flooring in the children’s section, and additional parking.

Outreach – 9-12-22 – Tee, Baker, Cassidy and Allaman decorated a pole in Oquawka for the fall. The library won 2<sup>nd</sup> place and was awarded \$50. 10-22-22 Biggsville will host the “Fall for Biggsville” festival

on Main Street. The library will take the Bookmobile and set up tables with books for sale, registering library cards, bags with flyers of current events, and candy. *Hocus Pocus* will be playing in the Community Building for free. Raritan State Bank and one other donor donated the money to purchase the license to play the movie. The library will be serving popcorn.

Other – 9-7-22 Director Smith attended the West Central Elementary School Ice Cream Party for 69 students that met the first reading goal in our summer reading program hosted by Principal Mrs. Lafary. 9-15-22 – Patty Nieman spoke to a group of ladies about her work as an audiobook narrator. 9-17-22 – Director Smith set up tables at the Strongurst Fall Festival. Books were sold, 100 bags with flyers were handed out, and new users were registered. Cassidy, Jennifer Painter, and Mary Allaman were able to help as well. 9-22, 9-23, & 9-24 – There will be a book sale in the meeting room. 9-29-22 – Director Smith attended the RAILS Member Update online. Director Smith spoke to the West Central Pre-K parents about 1,000 Books Before Kindergarten, and the Dolly Parton Imagination. 11-8-22 – The library will be a polling location again.

Meeting adjourned at 6:54 pm.

Next meeting will be November 7, 2022 at 5:00 pm. November 1, 2022 will be interviews.