

March 6, 2023

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

Roll Call: Day, Gullberg, Painter, Hinshaw, Russell were all present. Pullen is excused. Director Lambert, Allaman, Tee and Jack Escorcía were also present.

Mr. Richard Lutz spoke to the board about adjusting the Library Insurance Policies. Mr. Lutz will calculate numbers for the possible adjustments.

The Board met with Brenda Tee to discuss her position at the library and suggestions she may have to improve the library.

Minutes from the February 6th, Board Meeting were approved by Painter and second by Day, motion was then carried.

Jack Escorcía will join the Library Board pending County Board approval at their March 14th Board meeting.

Tom Pullen will be stepping off of the board. Board is discussing possible replacements.

Prop A – Financial Report: 1st Day, 2nd Gullberg, All approved and motion carried.

Financial Report:

Current Assets as of February 28, 2023 are \$445,534.46

Expenses for February 2023: \$ 22,116.36 Income: \$ 2,321.29

Raritan CD #3: \$ 56,685.62 Raritan CD #4: \$52,021.46

Stronghurst CD #1: \$ 53,459.04 Stronghurst CD #2: \$ 53,768.61

Prop B - Board approved moving \$500.00 from line-item Equipment Repair and Maintenance to line-item Insurance for Treasurer's Bond coming out in March. 1st - Painter, 2nd - Hinshaw

Prop C - Board approved moving \$1,200.00 from line-item Ameren Power to line-item US Cellular Library Internet. 1st - Gullberg, 2nd - Day. All board approved. Motioned carried.

Prop D - Board approved adding \$1,000.00 to the Hoopla subscription. 1st - Painter, 2nd - Hinshaw. All approved. Motioned carried.

Circulation for February 2023

Library Checkouts: 2461

Interlibrary Loans in: 208

E-books checkouts: 185

Library Attendance: 505

Curbside attendance: 1

Hoopla Checkouts: 93

Library spaces use: 18

Bookmobile Checkouts: 1226

Interlibrary Loans out: 270

E-read Illinois: 33

Bookmobile attendance: 551

New Users: 5

Meeting room use: 8

Website visits: 588

Phillip Lenzini, Peoria, IL - Board agreed to continue to use Mr. Lenzini for the Henderson County PLD's Budget and Appropriations Ordinance and the Levy Ordinance for this year.

READsquared – Director Lambert renewed the annual READsquared app subscription for \$362.08 which covers April 1, 2023-March 31, 2024.

Bookmobile- Sarah received a quote from Flatt Tire in Stronghurst for changing the Bookmobile Oil, this would replace taking the Bookmobile to Galesburg. The library was quoted \$80.34, which includes an oil change, and checking tires, brakes, and all fluids.

Sarah also took the steps for the bookmobile to Oquawka Boats and Fabrications to have them cut 2 inches off the steps and reweld them at no charge to the library.

Johnson Controls (Tyco Simplex Grinnell)

02-06-23 Annual Fire Alarm system test and inspection completed. The Fire Alarm in the main entrance was broken and needed to be replaced, the total was \$199.84 with no deficiencies.

Annual billing for the Fire Alarm Monitoring Contract which provides 24-hour monitoring, repair and/or replacement of communicator as needed, daily review of condition codes and one program change per year. \$506.66.

ABC Fire Extinguisher Sales and Services, Inc. – Minimum Service Charge for Annual Inspection is \$56.80. There are 3 fire extinguishers located throughout the library.

The Association for Rural & Small Libraries – Director Lambert renewed Individual Employee Annual Membership for \$50.00. The 2023 ARSL Conference will be held September 20-23, 2023, in Wichita, KS. Director Lambert also plans to attend the Director's University at the beginning of August.

Language Learning Resource – The library has been looking into getting an online Digital Language Learning resource. We sent out a survey and 92% of people responded Very Likely or Somewhat Likely to using a language learning service if the library were to offer it. Director Lambert reached out to RAILS and they are currently looking into this as well for the libraries, so we will wait to hear back from them about any changes.

Prop E – Interior Painting – 02-09-2023 – Joe Thompson from Thompson Brother's Painting and on 02-23-23, Bob Barry from Spectrum Painting came to the library to quote us for the cost of painting. Board approved hiring Thompson Brother's Painting if Director Lambert contacts and receives verification both estimates are equivalent with work to be done. Motion by Day, Hinshaw – 2nd. Board approved. Motion Carried.

Other –

02-06-23 – Donna Painter started a 4-week Yoga chair and mat class on Mondays. Paid for by the COVID – 19 Grant through the Henderson County Health Department. 2-09-23 – Director Lambert listened to the RSA User Group webinar. 2-13-23 – RSA Delivery count the 13th-17th for inter-library loans. 2-16-23 – Library was closed at 6:00 pm, due to the weather conditions. 2-17-23 – Director Lambert joined the Rural Directors meeting on Zoom @ 10:00am. 2-23-23 – New Library Hours started.

(Closing at 7pm on Thursday and opening at 8am Saturdays). 2-28-23 – Adult Winter Reading program ended, and all participants received a free book. (We have so many donations in great condition that we already own so we set them aside to give away).

Fancy Nancy Tea Party will be held on Tuesday March 21, 2023, at 6:30pm. It will be held at the Barn at Fairview Acres, Biggsville, IL.

Prop F – Motion by Painter, second by Day. Motion Carried. Board approved re-keying the front door, a key has been misplaced.

Board discussed cameras for the library.

Meeting was adjourned at 6:13 pm

Next meeting is April 3, 2023 at 5:00 pm