

July 10, 2023

Meeting Minutes

President Russell called the meeting to order at 5:36 p.m.

Roll Call: Escorcia, Hinshaw, Painter, Russell, and Titus were all present. Lambert, Tee and Allaman were also present. Day and Gullberg were excused.

Minutes from June 5th, Board Meeting were motioned to be approve after editing previously posted minutes from Box books to VOX Books. Motion was first by Painter and second by Titus, motion was then carried.

PROP A: Financial Report for June. 1st – Escorcia and 2nd by Painter. Motion carried.

Current Assets as of June 30, 2023 are \$357,880.75

Expenses for June:	\$28,099.80	Income:	\$3,498.64
Raritan CD #3:	\$57,040.81	Raritan CD #4:	\$52,606.18
Stronghurst CD #1:	\$53,565.72	Stronghurst CD #2:	\$54,219.38

Circulation for June

Library Checkouts:	2,696	Bookmobile Checkouts:	456
Interlibrary Loans in:	199	Interlibrary Loans out:	301
E-books checkouts:	169	E-read IL:	28
Library Attendance:	924	Bookmobile attendance:	119
Curside Attendance:	0	New Users:	11
Hoopla Checkouts:	81	Meeting room use:	14
Library Spaces Use:	14	Website Visits:	485

Preliminary Annual Budget & Appropriations Ordinance 23-3 for FY 23-24, will be in the Quill on July 5th.

The Henderson County Library should receive \$9,426.73 from the Per Capita Grant Award.

The annual Audit report with Cavanaugh, Davies, Blackman, & Cramblet, in Monmouth, IL is scheduled to be returned by October. Staff will be scanning/emailing all required documents. 1st installment of payment was paid on July 1st. The remainder will be paid when audit is completed.

FOIA request – Request from SmartProcure, a commercial FOIA request for any and all purchasing records from 1/3/2018 to current. Director Lambert had to produce the requested documents within 21 business days to their email request. Director Lambert received the email at 3:22 pm on June 29, 2023 and will return the request by July 7, 2023.

PROP B: Cost Break Down of Conferences for the Director. Escorcia motioned to approve upcoming conferences for Director Lambert. Titus second the motion. All approved and motion was carried.

Director Lambert will be attending the Director's University, Association of Rural and Small Libraries, and the Illinois Library Association Conferences.

Summer Reading: 6/8/23 - 23 were in attendance for the Outdoor Summer Olympics – games like; hula hoops, gunny sacks, frisbees, and ring toss. They also roasted hot dogs and had cookies and popsicles. 6/27/23-Anna Sharp, Illinois Ag in the Classroom teacher held a presentation in the meeting room after Storytime where she talked about dairy and where it comes from. She had lots of crafts for the kids to do or take home, and everyone got ice cream and cheese sticks. 6/30/23 – 131 t-shirts were tie-dyed, 134 were registered for the summer reading program. 102 of those 134 have met their first level reading goals and over 98,842 pages have been read. 7/11/23 – Stepping Stones will be from 11am-1pm after Storytime. 7/15/23 – Outdoor Summer Reading party will be from 10 am till noon.

Other: 6/3/23 – Director Lambert did a Storytime at the Stronghurst park for the Stronghurst Booster Club Fun Day. 6/10/23 -Donna painter held a class on Herbs. 6 people were in attendance for her class, attendees learned ways to grow and use different herbs. 6/15/23 – Director Lambert attended the first Virtual meetup for the Director's University. This conference is a 3 day in-person conference with virtual meetups prior to the conference. 6/22/23 – Rudy Vallejo – Kickapoo Eagles Dance did a presentation on Bald Eagles, and his tribe. The kids and adults got to wear the regalia, dance around, and even play some instruments. There were 31 on attendance for Mr. Vallejo's presentation. 6/29/23 – Director Lambert attended the second Virtual Meetup for the Director's University. Also on this day, she put together 60 bags from the Henderson County Library for the ROE to handout at their Summerfest in a couple of weeks. Director Lambert and Fran Work discussed ideas for the Genealogy room. They would like to paint, rearrange, add storage and hangup items in this room.

Next meeting is August 7, 2023 at 5:00 pm

Meeting was adjourned at 6:20pm