

August 7, 2023

## Meeting Minutes

Day called the meeting to order at 5:03 p.m.

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

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 three minutes or less. Up to 30 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.

Hearing for the Preliminary Budget & Appropriations Ordinance FY2023-2024 – Ordinance 23-3. Board decided to table until Director Lambert is able to discuss questions with appropriate individuals.

Auditors – Cavanaugh, Davies, Blackman, & Cramblet of Monmouth, IL - Tee and Allaman sent over documents on July 12<sup>th</sup>, 2023. The library audit should be completed around the 15<sup>th</sup> of October.

Minutes from the July 10<sup>th</sup>, Board Meeting were motioned to be approve first by Painter and second by Escorcía. Motion was carried.

PROP A: Financial Report for July. First – Escorcía and 2<sup>nd</sup> by Painter. Motion carried.

Current Assets as of July 31, 2023 are \$525,286.55

Expenses for July:	\$29,679.55	Income:	\$196,634.68
Raritan CD #3:	\$57,129.94	Raritan CD #4:	\$ 52,753.39
Stronghurst CD #1:	\$53,565.72	Stronghurst CD #2:	\$ 54,678.98

On July 19, 2023, the Henderrson County Library received their first installment of FY23-24 property tax levy of \$180,700.65

### Circulation for July

Library Checkouts:	2,062	Bookmobile Checkouts:	364
Interlibrary Loans in:	185	Interlibrary Loans out:	326
E-books checkouts:	190	E-read IL:	37
Library Attendance:	786	Bookmobile attendance:	101
Curbside Attendance:	0	New Users:	7
Hoopla Checkouts:	75	Meeting room use:	8
Library Spaces Use:	35	Website Visits:	571

Annual Financial Report for July 1, 2022 – June 30, 2023, will be signed by the treasurer and then taken to courthouse.

On 7/24/23, Director Lambert met with Marco Cracchiolo to discuss the price and steps to purchase the Mango Language App. This App allows patrons of the library to set-up an account using their library card to create profiles for their families and choose from up to 70 languages to learn. After hearing the information about the Mango Language App, the board approved the purchase of the App.

PROP B: Mango Language App - Escorcio – 1<sup>st</sup>, Hinshaw – 2<sup>nd</sup>, All approved.

Genealogy Room – 7/19/23-7/21/23 – Tee and Lambert worked on painting and moving shelves. Director Lambert has been speaking to BMI Imaging about digitizing the microfilm and newspapers to make it more available for patrons. Director Lambert's contact returned a proposal for this service totaling approximately \$43,000. Director Lambert was able to discuss other options at the conference she attended and is looking into those options.

HR Source Benefits and Compensation Library Survey – Henderson County Public Library was one of 133 libraries to participate in the survey. Information was gathered from approximately 5,830 employees.

Building Maintenance and Goals: A discussion was had on the most efficient way to replace the carpet in the library.

Other:

7/5/23 – John Mabon from Birth to 5 Illinois came and made Galaxy Jars with the kids to take home.

7/11/23 – Library held their yearly Stepping Stones craft with 94 in attendance.

7/13/23 – director Lambert attended the third out of four Virtual Meetups for the Director's University.

7/15/23 – Held the End of Summer Reading Party with 122 in attendance.

7/18/23 – Gina Raymond from the ROE came and did Storytime on "If You Give a Moose a Muffin." Each family got to take home a copy of the book. A 3-5 Family Educator also came with her and gave each kid a free book of their choice from her stack.

7/19/23 – Brockway came to change filters and do a maintenance check.

7/22/23 – Donna Painter held an Essential Oils class with 2 in Attendance.

7/27/23 – Director Lambert completed the last of the Virtual Meetups for Director's University and will leave for the conference on Monday July 31<sup>st</sup>-August 3<sup>rd</sup>.

Next meeting is September 11 at 5:00 pm

Meeting was adjourned at 6:15pm