

## **CARLINVILLE LIBRARY BOARD MINUTES**

January 7, 2025

The Carlinville Library Board met in regular session on Tuesday, January 7, 2025. The regularly scheduled Monday meeting was postponed a day due to a snowstorm. President Kris Rosentreter called the meeting to order at 4:30 PM. Members physically present were Liz Burdell, Diane Aikin, Peg Fehr, Jenna Rosentreter, Tom Emery, Rosemary Clark, Polly Eldred and Dana Yowell, along with Library Director Hannah Miller. A quorum was present.

Public Comments and Correspondence: Director Miller thanked Zep Reiher and Kris Rosentreter for shoveling the snow from the library entrance and the handicapped parking places.

The regular minutes of the December 2 meeting were distributed to Board members prior to the meeting. No one had any additions or corrections; the minutes stand approved as read.

A copy of the financial report was distributed to members prior to the meeting. J. Rosentreter noted the library opened a Grant account. The library received more dollars from the Personal Property Replacement Tax. A motion was made by Clark and seconded that the treasurer's report and paying of bills be accepted. The motion passed unanimously by a roll call vote.

### **OLD BUSINESS:**

#### **REVIEW CHAPTERS 10-13 for "SERVING OUR PUBLIC" REVIEW:**

Emery reported on Chapter 10: Programming; Eldred discussed Chapter 11: Youth/Young Adult Services; Aikin reported on Chapter 12: Technology and Emery discussed Chapter 13: Marketing, Promotion and Collaboration. Thoughtful discussion was held on each chapter.

**OPENING GRANT ACCOUNT:** A Grant Account has been opened with Bank & Trust.

### **NEW BUSINESS:**

**POLICY UPDATES:** A committee of Burdell and Eldred was formed to review the library policy manual. They will bring recommendations to the Board in the near future.

**APPOINTMENT OF A COMMITTEE TO REVIEW PTO POLICY:** Discussion was held and a motion was made by Clark and seconded by J. Rosentreter to form a committee to review the paid time off policy at the library. Aikin, Eldred and J. Rosentreter will serve on the committee. A roll call voice was taken and passed unanimously.

**SNOW REMOVAL:** After Sunday's snowstorm, the City of Carlinville Road Crew plowed the library parking lot once. Ice then formed to make dangerous conditions for staff and patrons. The City was unavailable to make a second pass so Jared Ruyle was called. He plowed and used a

chemical substance to help melt the ice. President K. Rosentreter asked if we should hire someone for the rest of the season to shovel the sidewalks, plow and de-ice the parking lot. Eldred made a motion to hire Jared Rule for the season and Aikin seconded the motion. A voice vote was held and passed.

#### **LIBRARIAN REPORT:**

Since the library received the DECK grant, Director Miller asked the Board if they would approve purchasing the new desktop computers and laptop computers now. After some discussion a motion was made by Fehr to purchase all of the computers and accept the updated bid quote from Lazerware. Burdell seconded the motion and a roll call vote was unanimous.

9 new library cards were made in December, 28 resident renewals and 5 non-resident card renewals. 2,252 total physical items were checked out in December. 591 additional e-resources were checked out on Libby this month by 248 unique users. Patrons saved a total of \$464,532.64 by borrowing from our library in 2024.

Photographs of Carlinville are now for sale/donation for \$3.00 each. Thanks to Peg Fehr for the help getting all 16 prints of Carlinville numbered, identified and displayed so that this project could get off the ground. Thanks also to Tom Emery for his newspaper article and publicity about the prints.

Storytime had 14 kids and 10 caregivers attending the 3 sessions in December. 4 kids came to the Lego free building class. 3 kids came to Stop-Motion Animation.

Chess Club met twice in December, attendance was down due to the busy time of year.. Luke Aikin leads the event and gives a few tips to improve player's games each meeting. Chess Club will meet every 2nd and 4th Monday evening from 5:30 to 6:30 PM.

"Cooking the Books Club met December 19 and held a successful cookie swap.

"CrafterSchool" on December 10 and had 10 kids. They made holiday crafts.

Events: Illinois Extension educator Andrew Holsinger led a Wreath making class December 7. Ten patrons signed up and attended, paying \$15 each toward the cost of materials.

COMMUNITY ENGAGEMENT: Sandy, Carol and Hannah Miller judged the annual Christmas light competition at the Bluffs Subdivision.

#### **ADJOURNMENT: 5:07 PM**

Submitted by Secretary Dana Yowell