

CARLINVILLE LIBRARY BOARD MINUTES

August 5, 2024

The Carlinville Library Board met in regular session on Monday, August 5, 2024. President Kris Rosentreter called the meeting to order at 4:30 PM. Members physically present were Liz Burdell, Jenna Rosentreter, Tom Emery, Rosemary Clark, Diane Aikin, Peg Fehr, Polly Eldred and Dana Yowell, along with Library Director Hannah Miller. A quorum was present.

Public Comments and Correspondence: None

The regular minutes of the July 1 meeting were distributed to Board members prior to the meeting. Two changes were made to the document and the minutes stand approved with those changes.

A copy of the financial report was distributed to members prior to the meeting. Treasurer Jenna Rosentreter noted that the property tax bills are due in August and September so the library should start receiving property tax income in September. J. Rosentreter also recommended that our CD at United Community Bank be rolled over to a nine month CD at 5 % interest; as opposed to the current 1.45%. Eldred made the motion to make this change with a second by Fehr. A unanimous roll call was taken. Director Miller said the library received a Personal Property Replacement Tax payment on July 31st. 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: None

NEW BUSINESS:

ASSIGN CHAPTERS FOR "SERVING OUR PUBLIC" REVIEW: The annual review will begin in September. Chapter 1, Core Standards, will be reviewed and reported on by Jenna; Chapter 2, Governance and Administration by Dana; Chapter 3, Personnel by Rosemary. October's schedule is Chapter 4, Access by Liz; Chapter 5, Building Infrastructure and Maintenance by Kris; Chapter 6, Safety by Kris. November's schedule is Chapter 7, Collection Management by Peg; Chapter 8, System Member Responsibilities by H. Miller; Chapter 9, Public Services: Reference and RA Services by H. Miller; Chapter 10 programming by Polly. January's schedule is Chapter 11, Youth/Young Adult Services by Tom, Chapter 12, Technology by Diane; Chapter 13, Marketing, Promotion and Collaboration by Tom.

PATRON FEES FOR FAXING AND SCANNING: The library currently charges \$1 per page to fax documents for patrons and is well used, often by those who can least afford to pay. A motion was made by Burdell to limit the amount to \$5. Emery seconded the motion and was approved by a unanimous voice vote. H. Miller will track the usage for several months and report back to the Board.

NEW HIRE: Estelle Hesseldenz will retire from the library at the end of August. H. Miller has several applications on file; she will begin the interview process. The position will roughly be twelve hours a week.

SCHEDULED DATE OF LIBRARY BOOK SALE-SEPT 21: The book sale will coincide with the Historical Society's Fall Festival. It will be held in the library parking lot from 9-12. A sign up sheet to volunteer to assist will be available at the September meeting.

LIBRARIAN REPORT:

21 new library cards were made in July and we had 8 non-resident card renewals. 2,692 total physical items were checked out in July.

Carlinville Library "went live" with the Aspen Discovery layer August 1st. This is an added feature to our online catalog.

The Library is entering into an agreement with IHLS SHARE to have our current barcodes duplicated and placed on the outside of books so that they can go through the automatic material handling system being installed this year/early next year.

Storytime had 117 kids and their caregivers attending the 8 sessions in July. Summer Reading: Story time for young kids continued to be led by Hannah C. on Tuesday and Thursday mornings, and story sessions on Tuesday afternoons were led by volunteer teachers. Twelve kids came to the Lego group. Nine attended the Stop-Motion Animation. Summer Reading finished with an after Hours POP Party July 19th. Thirty-five attended. August 1 was the last day to turn in logs for Summer Reading prizes and tickets.

Lacey from Wild Times Exotics visited the library with a crowd of over 130 kids and adults in attendance. Kids were able to have an up-close look at the animals while learning facts and anecdotes about all the animals.

Jessica from Illinois Valley/Head Start visited to read a story and do a craft with kids during Storytime on July 11th to promote Head Start services. Jessica is new to Head Start, the library hopes to build a stronger connection with Carlinville Head Start.

H. Miller held two crafternoons for kids in July: making electroluminescent wire light sculptures (19 kids attended) and making sock puppets with kids (20 kids attended).

Six attended the "Cooking the Books Club. Kevin from the Illinois Treasurer's office set up in the meeting room July 18th-helping citizens search for money due to them. Ten people took the opportunity to have him search.

H. Miller and Hannah C. held 2 more Storytime Picnics at the MCPHA playground in July with a total of 22 in attendance.

ADJOURNMENT: 5:15 PM

Submitted by Secretary Dana Yowell