

## **CARLINVILLE LIBRARY BOARD MINUTES**

January 8, 2024

The Carlinville Library Board met in regular session on Monday, January 8, 2024. President Rosentreter called the meeting to order at 4:30 PM. Members present were Peg Fehr, Tom Emery, Polly Eldred, Diane Aikin, Sue Rush, Rosemary Clark and Dana Yowell, along with Library Director Hannah Miller. A quorum was present.

Public Comments and Correspondence: Rush gave us her new email address. Clark commented positively on the Eagle Presentation held at the library. Rosentreter announced the Chamber of Commerce would like a Board representative to be present at their January 18 meeting for an award. Clark volunteered to attend.

The regular minutes of the December 4 meeting were distributed to Board members prior to the meeting. A motion was made by Emery and seconded by Clark to accept the minutes. A voice vote was passed unanimously.

A copy of the treasurer's report was distributed to members prior to the meeting. In Treasurer Ziedler's absence Director Miller reported the library received the third property tax installment as well as the Personal Property Replacement Tax. H. Miller also stated the library is on target with our budget projections for the year. A motion was made by Fehr and seconded by Rush with a unanimous roll call vote that the treasurer's report and paying of bills be accepted..

### **OLD BUSINESS:**

#### **REVIEW CHAPTERS OF SERVING OUR PUBLIC: STANDARDS FOR ILLINOIS**

**LIBRARIES 2.0** Chapters one, three and four of the Standards for Illinois Libraries 4.0 Per Capita Grants for 2024 were presented. Clark reported on Chapter 3: Personnel; we meet all 10 goals. H. Miller reported on Chapter 1: Core Standards; we meet the standards. Rush reported on Chapter 4: Access; ADA requirements are met.

**QUIET STUDY ROOM COMMITTEE POLICY REVIEW:** Emery and Rush, Quiet Study Room Committee, reported there is currently no issue with the big meeting room. The small study room does have issues that need corrections. They proposed to set a 2 hour time limit, patrons must sign in at the circulation desk, patrons may reserve the room and staff will do a walk through periodically throughout the day. The committee will write a policy for Board review.

### **NEW BUSINESS:**

**ALLOCATION OF RECENT DONATIONS:** Discussion was held on how best to spend recent donations made to the library. A new drop box, refurbishing the outdoor library sign, banners and phone charging stations were discussed. Eldred made a motion to use the money for a new and improved drop box and 2 new outdoor banners with a second by Aikin. A unanimous voice vote will be recorded.

**LIBRARIAN REPORT:**

Fehr inquired about the defibrillator staff training. H. Miller has contacted the local hospital regarding training and is waiting for a response. Staff has also requested CPR training. Fehr also asked about the old Carlinville pictures that the library owns. H. Miller has sorted through them and has several on display. These pictures are for sale for \$3 each.

The library's electric issues have been fixed. The cause of the tripped outlets was discovered and two of the problem outlets were replaced. The water coolers also now work.

4 new library cards were made in December. 2,088 total physical items were checked out with an additional 418 e-resources checked out on Libby. Carlinville Library has 399 unique users on Libby now.

Storytime remains popular, with 47 kids and their caregivers attending the three sessions in December.

**ADJOURNMENT: 5:20 PM**

Submitted by Secretary Dana Yowell