CALL TO ORDER:
President Knapke called the meeting to order at 7:00 PM

ROLL CALL:
Trustees Present:
President: Molly McGinnis Knapke  Vice President: Tim Brinker
Treasurer: Karen Volk  Secretary: Molly Hoerster
Trustee: Maryanne Deaton  Trustee: Erin Micklo
Trustee: Susan Stott

The chair declared that a quorum was present.

Staff Present:
Dawn Bussey  Library Director
Ann Marie Lindsey  Materials Processing Manager
Maria Tachna  Finance/HR Director
Maggie Thomann  Adult Department Director

AUDIENCE PARTICIPATION:
Ann Marie Lindsey, Materials Processing Manager, gave a brief presentation to the Board. Ann introduced her team. Ann is the only full-time employee; the other three employees are part-time, and there are two volunteers, Janice and Hal. Janice helps to discard withdrawn books to go to the Friends of the Library or Better World Books, and Hal helps to catalogue materials. The Materials Processing Department receives and processes anywhere between 1,000 – 1,500 items a month, which includes magazines, STEAM kits, Audio Visual materials, and books. In 2022, the department processed approximately 17,000 items. Starting in 2022 and finishing in 2023, the department did a Graphic Novel Adult recataloging project. Approximately 1,100 items were reclassified with a new system devised by staff and unique to our Library’s needs. Both Julie Johnston and Caleb Kring’s input was paramount in finishing the project, which was completed one month ahead of schedule.

MINUTES OF PREVIOUS MEETING:
Vice President Brinker moved to accept the minutes of the regular Library Board Meeting on March 20, 2023. Motion Seconded and Carried – Voice Vote - Unanimous.

COMMUNICATIONS:
The Board reviewed the monthly communications.

OFFICER’S REPORT:
Treasurer Volk reported on the financials this month. Of particular note, $1,761.71 was paid to Christina Keasler for conference travel reimbursement, $795.64 was paid to McAlister’s Deli for an all staff meeting, $4,300 was paid to Lauterbach & Amen for auditing services, $4,120 was paid to S & G Communications for the new phone system installation, $2,750 was paid to Bridgeall Libraries for the annual subscription to Collection HQ, $1,080 was paid to Mobile Beacon for annual service for the hot spots, $3,880.53 was paid to Amazon for an embroidery machine and software, $4,839 was paid to Apple Inc for a Macbook for staff and iPads for staff and the Silver Ball, $10,502 was paid to Acore Shelving and Products, Inc for
interior shelving on the outreach van and $67,282.75 was paid to Haggerty Ford for the new electric outreach van.

FINANCIAL REPORTS:
Treasurer Volk moved to authorize expenditures for goods and services totaling $338,048.18 as listed in the April 2023 Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote - Unanimous.

Treasurer Volk moved to accept the March Revenue and Balance Sheet, and the April 2023 Expenditure Report. Motion Seconded and Carried – Voice Vote - Unanimous.

LIBRARIANS’ REPORTS:
Director Bussey reviewed the statistics for the month. Things for the most part are on an upswing compared to the same month last year. Visits to the Library increased 23% for the month, reference inquiries increased 51% for the month, adult database usage increased 26%, and program attendance increased 70%. There has been a noticeable increase in the parking lot. Circulation seems to be just holding steady.

The Foundation has sold 212 silver ball tickets and 239 Taylor Swift chances. Locker usage is slow but steady. People like the option and know the Library is thinking of community members south of Roosevelt Road. The Friends of the Library will attend the Library board meeting in May to make their annual donation.

Dawn extended the Library’s appreciation Molly McGinnis, Karen Volk, Molly Hoerster and Tim Brinker for their years of service on the Board.

Trustee Deaton moved to accept the Librarian’s Report. Motion Seconded and Carried – Voice Vote – Unanimous.

NEW BUSINESS:
Approve 2023 – 2028 Strategic Plan:
Trustee Stott moved to Approve the 2023 – 2028 Strategic Plan. Motion Seconded and Carried – Voice Vote – Unanimous.

Review Letter to the Village Board Regarding the Upcoming Resolution for the .02 Building and Maintenance Levy:
Secretary Hoerster moved to Approve the Letter to the Village Board Regarding the Upcoming Resolution for the .02 Building and Maintenance Levy. Motion Seconded and Carried – Roll Call Vote – Unanimous.

OTHER BUSINESS:
President McGinnis Knapke, Treasurer Volk, Secretary Hoerster and Trustee Brinker resigned from their positions effective May 15, 2023, at 7 PM.

ADJOURNMENT:
At 8:05, Vice President Brinker, moved to adjourn the Regular Library Board Meeting. Motion Seconded and Carried - Voice Vote – Unanimous.

Meeting adjourned at 8:06

Maria Tachna
Finance and HR Director