CALL TO ORDER:
President Volk called the meeting to order at 7:01 PM

ROLL CALL:
Trustees Present:
President: Karen Volk       Vice President: Erin Micklo
Treasurer: Maryanne Deaton  Secretary: Susan Stott
Trustee: Mary Sue Brown     Trustee: Richard Jones
Trustee: Kathy Slovick

The chair declared that a quorum was present.

Staff Present:
Dawn Bussey  Library Director
Sophie Kenney  Youth Department Director
Maggie Thomann  Adult Department Director
Ann Marie Lindsey  Materials Processing Manager

AUDIENCE PARTICIPATION:
Sophie Kenney, Youth Department Director, gave a brief presentation to the Board. Sophie shared that the Youth team includes 7 full-time staff members and 6 part-time staff members. Youth staff provides reference and readers’ advisory services, including special collections like the STEAM kits and Let’s Talk kits; programming from early literacy to school age to intergenerational; outreach & social services to schools and other local organizations, and passport services for youth and families. Highlights from 2023 included: Reaching 1,379 families through Storytime in the Park programs this summer, Bus to Books and outreach to Willow Lakes area, which gives youth from underprivileged areas the opportunity to access library services, and a new, self-paced approach to Middle School Volunteering that allows students to volunteer through a themed kit, for example, animal welfare. Plans for 2024 include adding two new Little Free Libraries, working on furthering embedded school services, and planning for a furniture refresh in 2025.

MINUTES OF PREVIOUS MEETING:
Treasurer Deaton moved to accept the minutes of the regular Library Board Meeting on August 21, 2023. Motion Seconded and Carried – Voice Vote - Unanimous.

COMMUNICATIONS:
The Board reviewed the monthly communications.

OFFICER’S REPORT:
Treasurer Deaton reported on the financials this month. Of particular note, $798 was paid to Fred Pryor Seminars for one year of unlimited access for two staff, $325 was paid to Karen Volk for reimbursement to the ILA conference, $33,139 was paid to Utica National Insurance
Group for the Library’s annual insurance, $3,595 was paid to Beary Landscape for mulching and regular maintenance, $6,474 was paid to Image One for carpet cleaning, $3,450 was paid to Engineering Solutions Team for work completed on the masonry project, $33,000 was paid to Product LLC for architectural drawings for the 2nd floor refresh, and $5,878.41 was paid to Provantage for a replacement locker sonicwall and a POE switch for segmenting.

FINANCIAL REPORTS:
Treasurer Deaton moved to authorize expenditures for goods and services totaling $301,963.85 as listed in the September 2023 Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote - Unanimous.

Treasurer Deaton moved to accept the August 2023 Revenue and Balance Sheet, and the September 2023 Expenditure Report. Motion Seconded and Carried – Voice Vote - Unanimous.

LIBRARIANS’ REPORTS:
Director Bussey reviewed the statistics for the month. Visits to the library increased 7% for the month, reference inquiries increased 49% for the month, 51% for the year, adult database usage increased 15% for the month, 16% for the year, visitor sessions increased 44%, program attendance increased 94%, meeting room usage increased 9%, and study room usage increased 17%.

Due to some challenges with the wireless Internet service at the remote lockers, the library’s IT staff has now installed a redundant system to prevent further outages.

The Haunted Library event is coming up on Friday, October 20, 2023. Board members are encouraged to attend and help out if available.

Tree roots have infiltrated the drain tile that runs on the north side of the library building and are causing a backup from the drain. There will be work done in the near future to resolve the issue.

Three things – 1. Display in library’s lobby called Wonder about Water from SCARCE through October 15, 2. Haunted Library event will be held on Oct 20 for all ages, 3. Reptiles and amphibians will be on display on November 18, 2-3pm, in an all ages event on the 2nd Floor of the library.

NEW BUSINESS:
Approval of 2023 Tax Levy and FY2024 Operating Appropriation Resolution 2023-1:
Trustee Slovick moved to approve the 2023 Tax Levy and FY2024 Operating Appropriation Resolution 2023-1. Motion Seconded and Carried – Roll Call Vote – Unanimous.

Approval of Resolutions 2023-2 and 2023-3, FY2024 Revenue and Expenditure Budgets:
Trustee Deaton moved to approve the Resolutions 2023-2 and 2023-3, FY2024 Revenue and Expenditure Budgets. Motion Seconded and Carried – Roll Call Vote – Unanimous.
Review Chapters 6-9 of Serving Our Public 4.0 Standards for Illinois Public Libraries for the 2024 Per Capita Grant:
The Library Board reviewed the checklists and chapters 6-9 of Serving Our Public 4.0 Standards for Illinois Public Libraries for the 2024 Per Capita Grant.

Approval of “New” Education Assistance Policy:
Trustee Brown moved to approve the Education Assistance Policy. Motion Seconded and Carried – Voice Vote – Unanimous.

OTHER BUSINESS:
Board Retreat October 28, 1PM – 4 PM, Suggested Topics – Ice Breakers followed by AI, Board Building Walk Through, Finish Kleintown PL Video and Report Out on ILA:
The Board Retreat is scheduled for October 28th, from 1PM – 4 PM. Topics will include AI, a building walk through, finishing the Kleintown Public Library Video and a report out on ILA.

ADJOURNMENT:
At 8:25, President Volk moved to adjourn the Regular Library Board Meeting. Motion Seconded and Carried – Voice Vote – Unanimous.

Meeting adjourned at 8:25.

Maggie Thomann
Adult Department Director