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

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

The chair declared that a quorum was present.

Staff Present:
Dawn Bussey  Library Director
Sophie Kenney  Youth Department Director
Ann Lindsey  Materials Processing Manager
Maria Tachna  Finance/HR Director
Maggie Thomann  Adult Dept. 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 Janice helps to discard withdrawn books that go to the Friends of the Library or Better World Books, and Hal helps to catalogue materials.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. Ann went over some projects Materials Processing helped with the past year. For one project, intended to help keep the Adult Reference collection more current and relevant, most reference items were transferred into their respective circulating collections, making the items available for Library members and allowing selectors to track their usage. The Youth series and character project covered all collections within the Youth Department to ensure that call numbers will be uniform within each collection.

MINUTES OF PREVIOUS MEETING:
Secretary Stott moved to accept the minutes of the regular Library Board Meeting on March 18, 2024. Motion Seconded and Carried – Voice Vote - Unanimous.

COMMUNICATIONS:
The Board reviewed the monthly communications.
OFFICER’S REPORT:
The FOIA backup will be Trustee Andrew Savikas.

Treasurer Deaton reported on the financials for this month. Of particular note, $1,025 was paid to HR Source for Evolving Manager’s Boot Camp for a staff member, $128,086.50 was paid to Shales McNutt Construction for the 2nd floor teen and maker space renovation, $6,223.75 was paid to Fairway Laser Systems for 25% down on an Epilog Fusion Laser System, $56,932.75 was paid to Library Furniture International for new furniture for the 2nd floor refresh, $13,348.82 was paid to Nazdar Company for a printer and rollers for the new maker space, $11,888 was paid to Product LLC for construction documents for lighting and 2nd floor study rooms and $4,396.42 was paid to Provantage for network cables, 4 Dell OptiPlex towers and two monitors.

FINANCIAL REPORTS:
Treasure Deaton moved to authorize expenditures for goods and services totaling $453,316.65 as listed in the April 2024 Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote - Unanimous.

Treasurer Deaton moved to accept the March 2024 Revenue and Balance Sheet. Motion Seconded and Carried – Voice Vote - Unanimous.

LIBRARIANS’ REPORTS:
Director Bussey reported on statistics for the month. Spring break was in March, and there is a noticeable decrease in statistics. Circulation and reference questions decreased, but door count visits were up as well as programming. Locker deliveries have now gone a year and that annual comparison will start showing. E-materials are up slightly, and the New York Times is doing well.

The Friends of the Library held a two-day booksale in the basement March. Between the booksale and Book Nook sales, the Friends brought in about $7,000. The construction on the 2nd floor for both the High School Room and Maker Space is nearly complete. The High School room is temporarily opened with the furniture that has come in; the remaining furniture will be here the week of April 1st. Once the furniture has been placed, the maker space equipment the library has already purchased along with some supplies will be moved into the space. Additional equipment orders will be placed and then those pieces of equipment will have to be calibrated.

Planning for The World on the Move exhibit is being done. The library has some great things planned and is really embracing the exhibit. June 10th is the Ice Cream Social. The Friends of the Library and the Library Foundation will each donate $1,000 each to the Library’s Summer Reading partner, Ten Thousand Villages, if the community reaches its reading goal. The Friends of the Library just had a 2-day book sale in the basement this past weekend and netted over $4,800. The Foundation just met and agreed to give the library $17,500 to expand the locker service at the Police Station.

2 things to know or share: Illinoisians checked out 90,669,914 items and tax revenue was only about 84% of revenue in 2023.

NEW BUSINESS:
Approve Updated Bylaws to Include Advocacy Committee:
Trustee Slovick moved to Approve the Updated Bylaws to Include Advocacy Committee. Motion Seconded and Carried – Voice Vote – Unanimous.
Review Request from DAR to Distribute Flags on June 14, 2024:
Vice President Micklo moved to approve the Request from DAR to Distribute Flags on June 14, 2024. Motion Carried – Voice Vote – Unanimous.

ADJOURNMENT:
At 8:28 pm, Secretary Stott moved to Adjourn the Regular Library Board Meeting. Motion Seconded and Carried – Voice Vote – Unanimous.

Meeting adjourned at 8:30

Maria Tachna
Finance/HR Director