

Manteno Public Library

Board Meeting

April 18, 2023

President G. Dodge called the meeting to order at 6:01 p.m.

Present: G. Dodge, C. Baldwin, J. Lockwood, S. Turner, P. Tovo, B. Collier, N. Shear, D. Jones (visitor).

Absent: N. Wheeler

Approval of the Minutes: S. Turner moved and P. Tovo seconded to approve the March 2023 minutes for the Library Board Meeting.

Approval of the Financial Report: There was no financial report presented at this time.

Introductions of visitors and public comments: D. Jones new library trustee- will be sworn in to position during the May 2023 Library Board meeting.

Agenda Changes: There were no agenda changes.

Director's Report: The library closed on March 23rd for the collection management movement. These changes went very well and look great! The Long Range Planning Committee invitation letters were mailed out on March 28th. The first meeting is scheduled for Tuesday, June 13, 2023.

D. Jones will be our new Library Board Trustee- she will be sworn in during the May 2023 board meeting.

Technology:

Meetings and Workshops:

Delegates Meeting on April 28th at Seneca.

Finance: Money market interest: (March \$1.47)

E-commerce: (March- N/A)

On March 20th we received \$1,120.00 stipend for hosting Tablets for Seniors through Age Guide. This program was held in November and December of 2022.

Building: The library will partner with Manteno Public Works for the Parking Lot project; the library will be responsible for the cost of the paint to stripe the parking lot. This will most likely take place at the end of May.

Vital Landscaping came in on April 3rd and did the spring clean-up on the flower beds and mowed.

Library Projects/Activities:

Long Range Plan

2023 Budget

Decennial Committee

Friends of the Library: The Friends have access to the new concession stand facility at Legacy Park. The Friends will participate at our National Library Week Celebration on April 26th and hand out popcorn. The Friends will also join us at the Summer Reading Kick-off on June 5th. A \$300 purchase request was made by the Children's Department to buy Scholastic Books that will be handed out at the National Library Celebration. The Friends approved this purchase.

Mini Golf Event- This is a new fundraiser idea that the Friends are working on.

Upcoming events: April- Eco Clean, June-August- Movies in the Park

Their next meeting will be on May 2nd.

Monthly Statistical Report for November: Circulation (9163), New Cards (37), Computer Usage (275), People Counter (3365), Web Usage (1371), HotSpot Usage (9), OverDrive Checkouts Audio (204), OverDrive checkouts e-books (348), Axis 360 Audio (18), Axis 360 e-books (18), Capira App Request Item (261), Capira App Search Catalog (800), Hoopla Borrows (82).

Youth Services Department Update: Jen visited URU preschool on April 17th to read books about chicks. Several library tours have been given in the last month. The Easter Egg Hunt Storytimes were a success- 81 kids and 61 adults participated.

The National Library Week Lego Contest has begun- voting will begin on April 19th and winners will be announced at the National Library Week Celebration Open House on April 26th from 4:00-6:00 pm.

The chicks have arrived! The chicks will be set to hatch around May 10th.

Regular programs that continued this month: Storytime, Reading Buddies, Lego Club, Creation Station and TAG.

Upcoming programs: Summer Reading 2023

Adult Programs: Upcoming adult programs: Adult Craft Night, Tuesday Book Club, Book Bingo, Not Your Mother's Book Club, Adult Coloring, Golden Gamers and Pen to Paper Writer's Club. A Night with local Poet Michelle Kropp- there was a full house to hear her read poems from her book.

Unfinished Business:

Director Lockwood went over the outline she created for the Decennial Committee that is being formed.

All Statement of Economic interest reports have been filled out by trustees.

New Business:

P. Tovo moved and N. Shear seconded to approve the amended 2023 Holiday/Closed Schedule.

G. Dodge moved and B. Collier seconded to approve spending up to \$300 on purchasing a retractable banner.

B. Collier moved and P. Tovo seconded to approve the renewal of Illinois Libraries Presents as presented.

N. Shear moved and P. Tovo seconded to approve the Treasurer's Public Bond renewal premium in the amount of \$425.

S. Turner moved and N. Shear seconded to approve the renewal of Infobase as presented. The board reviewed the Reference and Reader's Advisory Policy with no changes.

B. Collier moved and G. Dodge seconded to approve the amended Residency Requirements Policy as presented.

P. Tovo moved and S. Turner seconded to approve the revised Computer/Internet Policy as presented.

Anticipated Items: None at this time.

Correspondence: None at this time.

President G. Dodge adjourned the meeting at 6:49 pm.

Respectfully Submitted,

Cara Baldwin

Secretary