

Anne West Lindsey District Library Board of Trustees Meeting

The meeting of the Anne West Lindsey District Library Board of Trustees, on August 23, 2022, was called to order at 6:31pm CST by President Allison Owen and a quorum was established. All board members except Jim Koonce and Debbie Johnson were present. In attendance were Heather Abell Castlebery, Elaine Miskell, Sheri Hunter, Allison Owen, and Bill Slider. Library Director, Mary Stoner, the new Children's Librarian, Abby Wheatley, and the Financial Secretary, Jennifer Sigler, were present as well.

Library Director, Mary Stoner, introduced the new Anne West Lindsey District Library Children's Librarian, Abby Wheatley.

The approval of the agenda, a motion from Bill Slider, was seconded by Sheri Hunter. Motion carried.

A motion to approve the minutes from the August 23, 2022, meeting was made by Elaine Miskell and seconded by Bill Slider. Motion carried.

From the agenda item, *Communications*, Mary Stoner informed the Anne West Lindsey District Library Board of the following communication:

- (1) An incident report was filed by Library Director, Mary Stoner.

A report from the Financial Secretary, Jennifer Sigler, was provided. The report included information that two fraudulent checks had cleared the Bank of Herrin for \$9,481.67 and \$4,981.65, respectively. The account has been closed, and the Bank of Herrin will allow the checks reported as outstanding by the Financial Secretary under the former account, to clear under the new account number. A motion was made to approve per audit by Bill Slider and seconded by Elaine Miskell. Motion carried.

In the *Library Director's Report*, Mary Stoner reported the following:

- (1) The Teen and Adult Services program had a total of 144-patrons attend programming throughout the month of August 2022.
- (2) Amber Filbeck is beginning to transition the Teen and Adult Services Program into the fall.
- (3) Amber Filbeck is launching an open creative writing group, beginning in September 2022.
- (4) The Stone Soup Shakespeare performers will return for a story hour and performance in late-September.
- (5) Abby Wheatley was hired to fill the position of Children's Librarian, Jessica Wright, whose last day of work will be August 29, 2022.
- (6) Abby Wheatley will be performing two-story time hours for the Headstart Program at John A. Logan College.

- (7) The current Children’s Librarian, Jessica Wright, created STEM Explorer Packs that children will be available to checkout. Each backpack has a different theme with age-appropriate materials.
- (8) Mary Stoner reported 5,842-books were checked out during July 2022.
- (9) Mary Stoner continues to work on memorials made in memory of Anne West Lindsey District Library Board Trustee Debbie Johnson.
- (10) Mary Stoner completed most of the Illinois Public library Annual Report (IPLAR) .
- (11) Mary Stoner mailed Anne West Lindsey District Library Trustee replacement notification letters to the Illinois State Librarian and the Williamson County Clerk.
- (12) Mary Stoner reported that 30 new library cards were issued during the month of August 2022.
- (13) Mary Stoner reported working on the Tax Levy Ordinance with Phil Lenzini, attorney for the Anne West Lindsey District Library.
- (14) Mary Stoner called to welcome Nancy Schmidt to the Anne West Lindsey District Library Board. Mrs. Schmidt was selected as a trustee by the Anne West Lindsey District Library Board to fill the remainder of Trustee Debbie Johnson’s term.

Bill Slider made a motion to accept the *Library Director’s Report*, and the motion was seconded by Elaine Miskell. Motion carried.

The Anne West Lindsey District Library Financial Secretary, Jennifer Sigler, made no requests.

The Anne West Lindsey District Library Director, Mary Stoner, made no requests.

Anne West Lindsey District Library President, Allison Owen, made no requests.

There were no committee reports.

Under the agenda item, *Unfinished Business*, the *Library Director’s Evaluation* was tabled an additional month, due to the passing of Debbie Johnson, Anne West Lindsey District Library Board Trustee and Personnel Committee member. Sheri Hunter and Bill Slider will comprise the committee, and their report will be forthcoming.

Under *New Business*, Elaine Miskell made a motion to approve *Ordinance 22 – 02: Ordinance Levying and Assessing Tax for the Anne West Lindsey District Library, of Williamson County, State of Illinois for the Fiscal Year Beginning the 1st Day of July, 2022 and Ending the 30th Day of June, 2023*. The motion was seconded by Bill Slider. The motion carried, and the report was fully executed.

The Anne West Lindsey District Library Board reviewed the minutes of the 2022 – 2023 fiscal year and found all minutes to available and accurate.

The next Anne West Lindsey District Library Board Meeting will be held on September 27, 2022.

A motion to adjourn was made by Bill Slider and seconded by Sheri Hunter. The Anne West Lindsey District Library Meeting adjourned at 7:32pm CST.

Due to the passing of Debbie Johnson, these minutes were submitted by Heather Abell Castlebery, as the Acting Secretary of the Anne West Lindsey District Library Board.