

Anne West Lindsey District Library Board of Trustees Meeting

The meeting of the Anne West Lindsey District Library Board of Trustees, on April 25, 2023, was called to order at 6:30 pm by President Allison Owen and a quorum was established. In attendance were Elaine Miskell, Sheri Hunter, Allison Owen, Heather Abell Castlebery, Bill Slider, Jim Koonce and Nancy Schmidt. Library Director, Mary Stoner, and Financial Secretary, Jennifer Sigler, were present as well.

The approval of the agenda, a motion by Bill Slider, was seconded by Jim Koonce. Motion carried.

A motion to approve the minutes from the March 28, 2023 meeting was made by Bill Slider and seconded by Jim Koonce. Motion carried.

There were no *Public Comments*.

From the agenda item, *Communications*:

- (1) Mary Stoner distributed a thank you note from Carterville High School Sphinx staff for purchasing a business ad.
- (2) A notice was received from Ameren confirming the library changed providers to AEP.
- (3) Abstract of votes for Anne West Lindsey District Library Board were distributed.

The Anne West Lindsey District Library Financial Secretary, Jennifer Sigler, reported on the Anne West Lindsey District Library's assets, profit and loss, operating budget vs. actual, July 2022 through March 2023: deposit detail and check detail for the month of March 2023.

A motion to approve the *Financial Secretary's Report*, per audit, was made by Jim Koonce and seconded by Sheri Hunter. Motion carried.

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

- (1) The Adult Services program had a total of 202 patrons attending programming for March 2023 and 139 patrons for April 2023. Teen Programming had 126 patrons and Adult Programming had 139 patrons for the month of April 2023.
- (2) Adult nonfiction circulation numbers in March 2023 are up 106% from March 2022.
- (3) Cricut Classes continue to be popular with adult patrons and appointments for patrons to book the library's Cricut Kit will begin soon.
- (4) Preparations for Summer Reading are underway with presenters from three local organizations to hold programs. Prizes for adults have been purchased for the summer.

- (5) Work has been finalized on the memorial for Bill Ramsey.
- (6) The Friends of the Library are looking for a replacement for their board President, Jennifer Young-Page.
- (7) Mary Stoner continued work to secure Cardinals tickets for the Adult Summer Reading prize by collaborating with local charity and/or community organizations.
- (8) Dr. John and Will placed seed and straw on the back hill behind the Children's Room.
- (9) Cornerstone Church volunteers will spread mulch purchased by the library on May 6 and plant flowers in the flower pots. Mary Stoner is looking for assistance loading and unloading mulch on that date.
- (10) During the month of March, library staff processed 208 items with 23 new library cards being issued.

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

Under *Library Director's Requests*, Mary Stoner made a request for recruiting community members for the committee to study local efficiencies which must meet for the first time no later than June 10, 2023, according to the new law signed by Governor Pritzker. Allison Owen volunteered to be a member of that committee. One more community members will need to be recruited. Mary Stoner also requested Elaine Miskell, Bill Slider or Jim Koonce to sign a form from Banterra Bank about having the loan automatically withdrawn each month.

Elaine Miskell made a motion to finalize the agreement with AEP to provide the electricity for Anne West Lindsey District Library. Bill Slider seconded with the motion passing.

Under *Committee Reports and Requests*, Mary Stoner indicated a meeting needs to be scheduled with the finance committee in the near future.

Jim Koonce recommended contacting other insurance carriers to provide employee health insurance for full time library staff which would possibly be more cost effective. Other options will be explored.

In *New Business*, the Board of Trustees meeting on April 25, 2023 ballot for officers (2023-2025) chosen will be Heather Abell Castlebery, President; Sheri Hunter, Vice-President; Nancy Schmidt, Secretary; and Elaine Miskell, Treasurer.

A possible program held at the library during the solar eclipse occurring in October 2023 and April 2024 was discussed. It was decided that the library would follow the school district's lead and close on April 8, 2024. The library will be open on October 14, 2023 for the partial eclipse. No eclipse programs will be held at the library that day.

Under *Trustee Training and Comments*, Mary Stoner brought to the attention of the board, “What is a First Amendment Audit and How do I Deal with One?” A First Amendment “audit” is conducted by a member of the public and targets a government facility, employee, or event. In a typical First Amendment audit, the “auditor” records his or her encounter with a government employee through audio and/or video means (usually a cell phone). She educated the staff of the library on this potential issue and created a folder on the topic at the circulation desk. The staff is instructed to call Mary Stoner immediately if this happens at the Anne West Lindsey District Library.

Allison Owen was honored for her years as Anne West Lindsey District Library Board’s retiring president.

The next Anne West Lindsey District Library Board Meeting will be held on May 23, at 5:30 pm.

A motion to adjourn was made by Heather Abell Castlebery and seconded by Bill Slider. The Anne West Lindsey District Library Board Meeting adjourned at 7:37 pm.

These minutes were submitted by Nancy Schmidt, Secretary of the Anne West Lindsey District Library Board.