

Anne West Lindsey District Library Board of Trustees Meeting
May 28, 2024

The monthly meeting of the Anne West Lindsey District Library of May 28, 2024 was called to order at 6:30 p.m. by President Heather Abell Castleberry and a quorum was established. In attendance were Jim Koonce, Nancy Schmidt, Bill Slider, Sheri Hunter, Elaine Miskell, and Paula Buritsch. Library director, Mary Stoner and library staff, Pam Alstat attended as well. Financial secretary, Jennifer Sigler was not present.

A motion to approve the agenda was made by Bill Slider and seconded by Elaine Miskell. The motion carried.

Minutes from the April 23, 2024 meeting were read and approved with a motion from Bill Slider and seconded by Jim Koonce. The motion carried.

The *Financial Secretary's Report* was presented to the board. Jennifer Sigler reported on the library's assets, profit and loss, and operating budget vs. actual, July 2023 through April 2024; deposit detail and check detail for the month of April 2024. A motion was made by Bill Slider and seconded by Paula Buritsch to accept this financial report per audit. The motion carried.

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

- (1) Memorials for Mikell Miskell were finalized in May.
- (2) Adult Services Librarian, Emily Bell, reached her 90th day and the library officially welcomed her aboard.
- (3) Dr. John purchased rock and filled the low-lying rock areas around the building. He also removed Bill Bleyer's memorial stone, per Dorothy Bleyer's request.
- (4) Cornerstone Church will be doing their yearly service project in June on the library grounds.
- (5) The Friends of the Library met May 15th. The Friends are focusing on membership renewals at this time. They also provided checks for all of the Summer Reading performers.
- (6) Mary Stoner ordered 2 new anti-choking devices which will be added to the first aid kits.
- (7) Thank you to the Finance Committee for their work and input on the FY24/25 budget.
- (8) Thank you to the Policy Committee for their excellent input on revisions made to the Policy Manual.
- (9) Mary Stoner completed the mentor program at Tri-C Elementary School on May 9th.
- (10) During the month of May, library Staff processed 302 items and 36 new library cards were issued.
- (11) Summer Reading Kick-Off is scheduled for June 17th. The Children's event is from 10 a.m.-12:30 p.m. The Adults' event is from 4 p.m.-6:30 p.m.
- (12) Summer Reading begins June 17th. Registration will be the week prior.
- (13) The program attendance total for the month of May was 913.

Along with her customary Director's report, Mary Stoner presented reports from the other librarians. The Director's and Librarian's reports were accepted with a motion from Elaine Miskell and seconded by Sheri Hunter. The motion carried.

Under *Board Action on the Library Director's Requests*, Mary Stoner requested board members sign account agreement signature cards at First Mid Bank. Also, Mary Stoner reported Jerry Humble provided a list of people to do tuck pointing on the library building.

Under *Board Action on the Library Board President's Requests*, Heather Abell Castleberry suggested to form a committee on reducing the electricity costs at the library.

Under *Committee Reports and Requests*, the Budget FY24/25 was presented to the board by Mary Stoner. Bill Slider made a motion to approve the Budget FY24/25 and was seconded by Jim Koonce. The motion carried.

Under *Trustee Training and Comments*, Mary Stoner encouraged board members to set up an account with iLead Trustee Learning Portal, an interactive guide for Illinois public library board members.

Bill Slider made a motion to go into executive session to discuss personnel issues. Elaine Miskell seconded the motion. The motion carried. Elaine Miskell made a motion to go into open session. Sheri Hunter seconded the motion. The motion carried. Bill Slider made a motion to increase Mary Stoner's salary by 52 cents per hour. Jim Koonce seconded the motion and it carried.

The next Anne West Lindsey District Library Board Meeting will be held on June 25, 2024 at 6:30 p.m.

A motion to adjourn was made by Bill Slider and seconded by Sheri Hunter at 7:20 p.m.

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