

Anne Lindsey District Library Board of Trustees Meeting
June 25, 2024

The monthly meeting of the Anne West Lindsey District Library of June 25, 2024 was called to order at 6:30 p.m. by Vice President Sheri Hunter due to the absence of 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. Heather Abell Castleberry was not present. Library director, Mary Stoner and library staff, Pam Alstat attended as well. Financial secretary, Jennifer Sigler was also present.

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

Minutes from the May 28, 2024 meeting were read and approved with a motion from Bill Slider and seconded by Elaine Miskell. 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 May 2024; deposit detail and check detail for the month of May 2024. A motion was made by Jim Koonce and seconded by Bill Slider to accept this financial report per audit. The motion carried.

Under *Communications*, Mary Stoner alerted the board members of the invitation by Michael Frerichs, Illinois State Treasurer, to attend The Local Officials Appreciation Picnic being held at Springfield on August 17, 2024. Also, Mary Stoner reported an incident report which occurred at the library on June 24, 2024 and a thank you note from a concerned patron which Mary met with to address issues at the library.

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

- (1) No memorials were worked on in June.
- (2) Magazine subscriptions were renewed paid by the Carterville Garden Club.
- (3) A sewing machine cable was ordered to embroider patches promoting donors to be sewn onto the chairs purchased by various people and groups.
- (4) Toddler sized picnic tables were purchased with provided donations.
- (5) Plans were made to move Emily Bell, Adult Services Librarian, on the floor and visible to patrons.
- (6) Mary Stoner spoke with Kelly Caudill about Futiva.
- (7) Mary Stoner assisted with the service project on June 8th with Cornerstone Church and attended a church service to thank them and the pastor in person.
- (8) The Friends of the Library met June 18th with focus on their by-laws, the MOU, and other "housekeeping" items.
- (9) The budget hearing notice was sent to The Courier.
- (10) Mary Stoner met with patron, Jaime Lingle, about her concerns in regards to mature content in the Teen Room.
- (11) Marilyn Kaufmann shared knowledge and demonstrated the new anti-choking device with one being placed in the staff area and one in the children's department.

- (12) Mary Stoner proctored two exams at the library for a John A. Logan student.
- (13) City Clerk, Krissy Hollister, has been contacted about library items/documents at the city street works building.
- (14) Mary Stoner e-mailed approved budget to Phil Lenzini to start his work on the Budget & Appropriations and Tax Levy Ordinances.
- (15) Summer Reading runs June 17th – July 27th.
- (16) The program attendance total for the month of June was 1,290.
- (17) During the month of May, library Staff processed 200 items and 26 new library cards were issued.

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 Bill Slider and seconded by Jim Koonce. The motion carried.

Under *Committee Reports*, Bill Slider made a motion to accept the Policy Manual of Anne West Lindsey District Library. The motion was seconded by Jim Koonce and the motion carried. The Energy Committee Report was tabled until President Heather Abell Castleberry returns.

Under *New Business*, the Schedule for Library Board Meetings Ordinance 23-03 was accepted with a motion from Jim Koonce and seconded by Elaine Miskell. The motion carried. Also, the Non-Resident Fee was discussed with a motion from Jim Koonce to raise the Non-Resident fee to \$100. The motion was seconded by Bill Slider and the motion carried.

The next Anne West Lindsey District Library Board Meeting will be held on July 23, 2024 at 6:30 p.m.

A motion to adjourn was made by Bill Slider and seconded by Elaine Miskell at 7:06 p.m.

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