

**Ida Public Library**  
**Board of Trustees Meeting**  
**May 24, 2022 - 7:00 pm**  
**Zoom Meeting**

The May regular meeting of the Ida Public Library Board of Trustees was called to order by Acting President Donna Donato at 7:10 pm. Trustees present were Daniel Arevalo, Donna Donato, Jan Knutson, Wendy LaFauce, James Lee, Denise Leonard, Gayle Steltenpohl, and Dawn Brooks. Also present is Director Mindy Long, Brenda Obilade, and Alderman Dan Snow.

**Approval of Minutes:**

*May 3<sup>rd</sup> Emergency Board Meeting Minutes:* Wendy LaFauce moved, and James Lee seconded the motion to approve the minutes of the May 3, 2022 Emergency Board Meeting. The motion carried unanimously.

*May Building and Grounds Committee Minutes:* Daniel Arevalo moved, and Jan Knutson seconded the motion to approve the May Building and Grounds Committee meeting minutes. The motion carried unanimously.

**Public Comment:** Brenda Obilade introduced herself, she is awaiting approval from City Council to become the newest Board member. Welcome Brenda!

**Correspondence:** Director Mindy Long received a letter including a check for \$5000.00 from the estate of Frank P. Hranicka.

**Old Business:**

- 6 Board members attended a Trustee Zoom training session regarding Finance. Replay can be sent to the members that could not attend.
- Board Self Evaluation Report: There is opportunity for training on confidentiality and the budget.

*Committee Reports*

**Building and Grounds:** James Lee

- Elevator update: waiting on parts
- Bookmobile status: bi-annual maintenance was completed. Found a small leak in the radiator
- Rezoning vacant land – paperwork has been submitted
- Church rental property – will look into having gutters cleaned
- Sink hole in parking lot – city repaired

**Expansion Committee:** Dawn Brooks; no report

**Personnel:** Donna Donato; no report

**Finance:** Denise Leonard:

- Replacement tax has been deposited

- Under budget on expenditures

**Policy:** Dawn Brooks; no report

- Will need to review bylaws and vacation policy soon

**Friends of the Library:** Jan Knutson

- Jan has left messages with Betty, awaiting call back

**Marketing:** Donna Donato

- Spring Fling Festival at Fiesta Market is coming up

**Nominating:** Donna Donato

- Brenda Obilade was approved by city council members in committee, moving to council to be voted on

**Librarian's Report:** Director, Mindy Long

- 285 no fee cards for kids in 2022 issued
- \$16,500 budgeted, brought in \$15,770 – free kids cards did not affect it
- 942 new patrons added for the year
- Bookmobile has been a big influence on new cards
- Almost 5,000 materials circulated
- 125 people visited the bookmobile with 14 new cards issued during Buchanan Street Strolls
- Washington School event had over 100 people visit the bookmobile and 8 new cards issued
- Perry School event scheduled
- Spring Festival at Fiesta Mart on Saturday, hand out brochures
- June 4<sup>th</sup> is summer kick off party
- Daisy is starting June 4<sup>th</sup> as the new Youth Coordinator

Jan Knutson moved to approve the Librarian's Report as submitted. Denise Leonard seconded. The motion carried unanimously.

**New Business:**

- ILSB3497 signed by Pritzker to offer no cost library cards to children 18 and under.
- Wendy LaFauce moved that we offer said no cost cards to all children in Boone County, Denise Leonard seconded. Roll call vote: Daniel aye, Dawn aye, Donna aye, Jan aye, Wendy aye, James aye, Denise aye, Gayle aye. Motion carried unanimously.
- Bylaws and Board manuals are outdated. Betty is reviewing them.
- New placement for committees:
  - Expansion Chair – Denise Leonard
  - Policy Chair – Daniel Arevalo
  - Building & Grounds member – Denise
- Revised budget due to \$5000 donation; recommended \$1000 for movies on the bookmobile and the remainder \$4000 for other expenses on the bookmobile.

- Daniel Arevalo moved to approve Mindy's recommendation for the donation, James Lee seconded.
- Wendy moved to amend motion to use the \$4000 to start and emergency maintenance fund – criteria will need to be defined for emergency. Roll Call vote: Daniel aye, Dawn aye, Donna aye, Jan aye, Wendy aye, James aye, Denise aye, Gayle aye. Unanimous.
- Alderman Snow suggests contacting the Mayor or Brent Anderson to use the Leath Building to park the bookmobile.

**Other New Business:**

- Opportunity to offer electronic license plate renewal service. Mindy will investigate to see what is involved.

**Next Meeting:** June 28, 2022 7:00pm via Zoom

**Adjournment:** Motion to adjourn by Denise Leonard, seconded by Jim lee. Motion carried unanimously. Meeting adjourned at 8:23pm.

Respectfully submitted,

Dawn Brooks

Secretary

Ida Public Library Board of Trustees