

Ida Public Library
Board of Trustees Meeting
June 28, 2022 - 7:00 pm
Zoom Meeting

The June regular meeting of the Ida Public Library Board of Trustees was called to order by Acting President Dawn Brooks at 7:03 pm. Trustees present were Daniel Arevalo, Dawn Brooks, Jan Knutson, Wendy LaFauce, James Lee, Denise Leonard, Brenda Obilade, and Gayle Steltenpohl. Also present were Library Director Mindy Long and guest Dan Snow. Donna Donato was excused.

Approval of Minutes: James Lee moved, and Denise Leonard seconded the motion to approve the minutes of the Jun 7, 2022 Emergency Board Meeting. The motion carried unanimously. May 24, 2022 Board Meeting minutes will be presented at the next meeting.

Public Comment: none

Correspondence: none

Mindy reported two negative Facebook comments about issuing free library cards to minors. There were also 2 positive library comments.

Old Business:

- A FAQ Sheet issued for Library Nonresident Library Card Guidance from the Illinois State Library was read and discussed. Mindy reported that our nonresident card program, passed last month by the Board for IDA, is up and running.
- Betsy and Mindy are working updated Library Board bylaws and manual. These will be present to the Policy Committee for review.
- Mindy and Belena Garza have completed certification and are IDA's FOIA officers.
- The Electronic License Service (ELS) for Illinois agreement has been signed. Belina, Mindy, and Betsy are trained and will be able to sell vehicle stickers in the library.
- The lot rezoning has been filed and goes to the city council. July 12, 2022 will be the first reading at City Council.

Committee Reports:

- *Buildings and Grounds:* James Lee
After three inspections the elevator project will be completed.
The bookmobile is looking for a substitute driver. Radiator repairs will be in July while bus driver Tracy is on vacation.
A meeting is scheduled Wednesday, June 29 with Featherstone, Inc. to discuss the possibility of hiring them as project manager for the Madison Street Stairs Project. Jeff Ernest has completed the design.
- *Expansion Committee:* No report
- *Finance:* Denise Leonard
The reconciliation report was sent to Board members.

Legal fee for nine months were submitted after close of the fiscal year.
The auditor's report is almost complete.

- *Friends of the Library*: Jan Knutson
Friends made \$250 from book sales at the Summer Reading Kick Off.
- *Marketing Committee*: Gayle Steltenpohl
Mindy will purchase an ad for the Boone County Fair to be placed in all three fair issued of the Journal.
- *Nominating Committee*: No report.
- *Personnel*: No report.
- *Policy Committee*: No Report.

Librarian's Report-Director Mindy Long

- Since the beginning of the no-fee Cards for Kids program, there has been an increase in card sign-ups for resident and nonresidents. 27 new resident and 2 nonresident cards were issued. 10 new cards were issued through the bookmobile.
- The Illinois Public Library Annual report (IPLAR) was submitted. A copy was included in this month's Board packet and Mindy highlighted this past year's notable statistics.
- Mindy reported record number of participants for returning in person programs, including morning story time. Daisy will begin a 0-24 month story time next week.
- Mindy applied for a FEMA grant which will reimburse for the \$8400 COVID expenses occurred by the library during the pandemic.
- Mindy also applied for a grant that would be applied toward a 2023 eclipse event at the library and eclipse glasses.

Jan Knutson moved and Daniel Arevalo seconded to approve the librarian's report as submitted.
The motion carried unanimously.

New Business:

- Daniel Arevalo moved to add Juneteenth as a library holiday for 2023. James Lee seconded the motion. It was approved unanimously.
- Mindy informed the board of price increased for certain library services. Copy prices were raised to 25 cents for black and white and 40 cents for color copies due to increasing cartridge costs. Guest passes are now 425 annually. Notary services are now \$3 for the first page and \$1 for each additional page. Exceptions may be made at the discretion of the director. This aligns notary services with other community notary fees.

The next meeting will be July 26, 2022 at 7:00 pm.

Adjournment: Motion to adjourn by Denise Leonard; seconded by James Lee. Motion carried unanimously. Meeting adjourned at 8:02 pm.

Respectfully submitted,

Gayle Steltenpohl

Acting Secretary

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