

Ida Public Library
Board of Trustees Meeting
July 26, 2022 - 7:00 pm
Zoom Meeting

The July 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 June 26, 2022 Regular Board Meeting. The motion carried unanimously. Wendy LaFauce moved and Denise Leonard seconded that the minutes of the July 13, 2022 Expansion /Fundraising Committee minutes be approved. The motion was unanimously passed. Denise Leonard moved and Brenda Obilade seconded to approve the Policy Committee minutes of the July 12, 2022 meeting. This motion was passed unanimously.

Public Comment: none

Correspondence: none

Old Business:

- Director Mindy reported that the library issued three vehicle stickers using the Electronic license Service for the State of Illinois.
- On July 12 the Zoning Commission of the city of Belvidere recommended the lot rezoning and sent it to the City Council where it received its first reading. The second reading will be on August 1, 2022 at 7 pm. One citizen expressed concern that proper surveillance will be needed to prevent teens congregating after hours. President Dawn Brooks assured the citizen that plans for any shelter would include security measures such as lighting and cameras.
- Mindy said that there were no complaints about the fee increases for copies or notary services.
- The Nation Historic Registry received our final application, and we are awaiting their decision.
- A motion was made by Wendy LaFauce and seconded by James Lee to close the Memorial Fund at PNC Bank. The money from this fund was applied to the bookmobile. Motion passed unanimously.
- Board members helping at the Boone County Fair display will be trained in the use of the credit card software.

Committee Reports:

- *Buildings and Grounds:* James Lee
After meeting with Architect Jeff Ernst, the committee decided to keep the Madison Street steps at this time. The demolition of the steps, which would cost approximately

\$200,000, will be put on hold. Mr. Ernst will submit to the committee an estimate for repairs which is anticipated to be \$10,000-15,000.

There will be three elevators inspections this week that will get us closer to certification.

- *Expansion Committee:* Denise Leonard
Totes made by the staff will be sold at the fair for \$10.
- *Finance:* Denise Leonard
Financial reports included in this month's Board packet look good. The audit is completed.
- *Friends of the Library:* Jan Knutson
Friend's President Betty Clendening is planning on a spring book sale in April/May 2022.
- *Marketing Committee:* No report.
- *Nominating Committee:* No report.
- *Personnel:* No report.
- *Policy Committee:* Daniel Arevalo
Changes to the Library Board Policy Manual recommended by Director Mindy Long were approved by the committee. The changes are listed in the Policy Committee Minutes of their July 12, 2022 meeting.

Librarian's Report-Director Mindy Long

- In the statistics report, Mindy stated that patron visits and the number of new patron cards, both resident and nonresident have increased substantially. There were 72 no fee children cards issued and over \$1000 in nonresident fees collected. Remote uses were 981.
- Employee report was highlighted.
- Daisy is beginning a home school corner and program. Supplies and books have been ordered.
- Mindy submitted the FEMA grant for pandemic supplies. The amount was \$8490.
- Mindy hired a part time bookmobile driver.

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

New Business:

- James Lee moved and Jan Knutson seconded that the revised budget be accepted. Changes noted in the monthly Board packet were explained by Mindy. The motion was approved unanimously by roll call vote.
- Wendy LaFauce moved and James Lee seconded a motion to allow children 10 and older to be in the library without an adult. New filtering software was ordered for the downstairs computers that children can access. A RAILS survey showed all other responding libraries had lower than 13 as the age allowed in the library alone. The motion passed unanimously.

Adjournment: Motion to adjourn *sine die* was made by Jan Knutson; seconded by James Lee. Motion carried unanimously. Meeting adjourned to Annual Board Meeting.

Respectfully submitted,

Gayle Steltenpohl

Secretary

Ida Public Library Board of Trustees