

**Ida Public Library**  
**Board of Trustees Meeting**  
**August 23, 2022 - 7:00 pm**  
**Zoom Meeting**

The August regular meeting of the Ida Public Library Board of Trustees was called to order by President Dawn Brooks at 7:01 pm. Trustees present were Daniel Arevalo, Dawn Brooks, Donna Donato, Jan Knutson, Wendy LaFauce, James Lee, Denise Leonard, Brenda Obilade, and Gayle Steltenpohl. Also present were Library Director Mindy Long and guest Dan Snow.

**Approval of Minutes:** Daniel Arevalo moved and Denise Leonard seconded the motion to approve the corrected minutes of the July 26, 2022 Regular Board Meeting. The motion carried unanimously.

**Public Comment:** none

**Correspondence:** Mindy received an invitation for the State Historical Society's Centennial luncheon which would include recognition of Ida Public Library. It has been in operation for over 110 years. The luncheon was postponed until next year due to Covid-19 concerns.

The John Wolf Family Trust granted Ida \$1000 to benefit those we serve and to add material to our collection.

**Old Business:**

- The rezoning of the vacant land passed City Council at their August 1, 2022 meeting.
- Mindy reported that fee increases did not affect the number of photocopies made by patrons.
- Acceptance of our status for the National Historic Registry will be decided at their council's February, 2023 meeting. Although our application was submitted in time for the October, 2022 meeting, the number of applicants precluded the decision until their next meeting.
- A motion was made by James Lee and seconded by Jan Knutson to accept as submitted the Unattended Children in the Library Policy. Children ages 10 and over will be able to use the facilities without a parent or legal guardian present. The policy will be posted on the website and in the Children's Department.

**Committee Reports:**

- *Buildings and Grounds:* James Lee  
The elevator work is done and inspected. The elevator is in operation.  
The bookmobile had only minor repairs today and has been running smoothly.  
The transformer was out due to storms a week ago. All has been repaired.  
The sink hole in the parking lot was repaired.

The annual walk through and insurance meeting will be on Wednesday, September 14 beginning at 2:00 pm.

- *Expansion Committee:* No report.
- *Finance:* Denise Leonard  
The committee is looking into the need for a second checking account. For some periods of the fiscal year, the current account at Blackhawk Bank has deposits over the FDIC \$250,000 insured amount. This will be discussed further at the next finance meeting.
- *Friends of the Library:* Jan Knutson  
Jan spoke with Friends of the library President Betty Clendenin. The book cart sales have been good. Jan will report to her about the summer reading program results and thank her for the Friends continued support.
- *Marketing Committee:* Gayle Steltenpohl  
The committee will investigate the formation of a library foundation if this becomes part of our Five Year Plan.  
We discussed possibilities of a 110<sup>th</sup> anniversary celebration of Ida in February, 2023.
- *Nominating Committee:* No report.
- *Personnel:* No report.
- *Policy Committee:* No report.

#### **Librarian's Report**-Director Mindy Long

- Due to issues with staff covering the Ida table at the Boone County Fair, Mindy recommended that we use all volunteers to run this in the future.
- 220 Children and 102 adults participated in the Summer Reading Program. Leftover prizes will be donated to the Lions Club Fun Run to raise money for a special needs playground at Prairie Park. All participants in the summer reading program received tickets and food vouchers to a Rockford Rivets game.
- Included the statistics report for the period of August 1-17: 142 new library cards were issued, including 82 no fee children cards and 28 resident cards. Foot traffic for the same period was 6249 patrons.
- Fall programs begin September 1. Because of Covid19 spread in the community and the beginning of school, larger in-person events are being planned for winter programming.

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

**New Business:**

- Daniel Arevalo moved and James Lee seconded to approve the updated Dress Code in the Employee Handbook. Shorts, skirts, and dresses must now be knee length. The motion was unanimously approved.
- Mindy reported on the proposed annexation of 17 acres off Genoa Road by the city council. This land may include a hotel, mall, and truck stop. This would affect library income and city development in the future.
- The Policy Committee will review the Five Year Plan and present it to the Board for approval.
- A new Illinois city library directors group has provided, through Ancel Glink, legal status information for municipal libraries and home rule libraries. This information was included in the Board packet and will help with the Board's understanding of upcoming tax levies.
- The \$1000 check from the Wolf Foundation will be used to purchase Wonder Books, a popular interactive, read-along series for children
- The method of evaluation for Library Director needs to be decided by next month to be included in the revised board manual. The question of evaluation by the Board only or with staff input will be reviewed by the next meeting,

The next meeting will be September 27, 2022 at 7 pm.

**Adjournment:** Motion to adjourn, made by Denise Leonard and seconded by Wendy LaFauce, carried unanimously. Meeting was adjourned by President Dawn Brooks at 8:19 pm.

Respectfully submitted,

Gayle Steltenpohl

Secretary

Ida Public Library Board of Trustees