

Ida Public Library
Board of Trustees Meeting
March 26, 2024-6:00

The March regular meeting of the Ida Public Library Board of Trustees was called to order by Board President James Lee at 5:58 pm. Trustees present were James Lee, Daniel Arevalo, Brenda Obilade, Paige Ansley, Jenny Tillema, Angie Williams, Wendy Frank, Steve Pierce

Also present were Library Director Mindy Long, Assistant Director Belena Garza,

Public Comment-

- None

Correspondence-

- We received a thank you letter from a patron thanking Zach Yakey, our Local History Specialist, for helping her find information from an obscure book. He helped her locate it and found her all the information that she was searching for.

Short Takes Video for Trustees-Evaluating the Director 8.3 minutes

Approval of Minutes:

Paige motioned, and Jenny seconded to the motion to approve the minutes with the corrections of Angie Williams correct last name and that James Less was absent for February 2024. The minutes were approved unanimously.

Unfinished Business:

- Strategic Planning Committee Formation: We will need to look for someone who wants to lead the committee in the future.

Other Unfinished Business-

- None

Committee Reports

Expansion Committee: Brenda Obilade

No Report

Building and Grounds: Jenny Tillema

- Prestige counted the ceiling tiles
- Heat thermostat & cage guards are awaiting Miller to put them on
- Dave Vella received this letter and will review the request for help with the bookmobile enclosure.

- The Water softener needs to be replaced we have received quotes: Mr. Good Water \$1750, Affordable Water \$1795 and Barker plumbing \$1425. Same size, quality, warranties. Mindy chose Barker to replace it.
- The library has submitted a grant application for smartboard: waiting to hear back.
- The old sink in the meeting room needs to be removed. Barker Plumbing is going to give a quote on that as well.
- The Drinking fountain by State St doors needs to be replaced. Barker Plumbing is going to give a quote to remove it.
- Mindy would like a new bi-level fountain to be installed downstairs

Personnel Committee-Brenda Obilade

- We are currently going over evaluation forms and discussing our thoughts about using this format.

Finance: Daniel Arevalo

Treasurers Report-

- Everything looks ok good with the treasurer's report.
- Krissy Schultz is reconciling now for QuickBooks.
- There is nothing else to report

Policy Committee: Daniel Arevalo

- Our next meeting will be April 2. HR Source is helping us prepare for that.

Friends of the Library: Brenda Obilade

- The library will be holding their Booksale from April 11-13.
- There are not as many books as there usually are, but we will still be holding the sale.
- The Friends held their Dairy Queen Fundraiser event. It was well received.

Marketing Committee: Brenda Obilade

No Report

Nominating Committee: Paige Ansley

No Report

Librarian's Report-Director Mindy Long

- The library had approximately 10,000 patrons visit the library in March.
- We circulated 11,000 items.
- We had 226 visitors to the library
- We had 229 new patrons visit the library.
- We had 1,000 ILL requests
- Belvidere High School is going to have the Bookmobile begin to visit the school.
- We are also going to try to arrange visits from the Bookmobile to Meehan and Perry Schools.
- Mindy has applied for a grant for a staff member conference attendance.

- The library has received an Aged and Benevolent grant. They will be using the grant to visit nursing homes with limited delivery services and for ordering Large Print paperback books.
- We will be having a Special Education class coming to help with cleaning and working on odd jobs on the 1st week of April.
- The library is still working on the Story Walk project with the Park District.
- The library's trivia team won second place.
- Our Narcan dispenser has been well received and is being used by the public.

Brenda motioned and Daniel seconded the motion to accept and approve the Librarian's report. The motion passed unanimously.

New Business-

1. Bank Business Review and Comparison-
 - A. Midland bank
 - Will not charge a monthly fee if money is not used but it will not earn interest.
 - Their CDs rates are high right now for the short term at 4.19 % but may be lower in a few months.
 - There is no limit on transaction fees
 - There is a low of \$20,000 for expenditures.
 - Our reserve account is not earning any interest. We have not accessed that account since we purchased that account.
 - We are getting a good return on our endowment account.
 - We are going to see if we can roll money over from the reserve account and move that into our endowment account.
 - B. First Mid
 - They will monitor accounts and make sure that money is swept in and out of accounts.
 - We can go into our sweep account, or we can just have them do a letter of collateralization when needed.

Email Daniel if you have any questions or need more information about the accounts.

- Jenny motioned and Brenda seconded to move the Blackhawk Reserve account into the Blackhawk Endowment account. The motion passed unanimously.
- Paige motioned and Angie seconded the motion to go into closed session. The motion passed unanimously. The meeting went into closed session.
- The board emerged from closed session at 7:05.

Adjournment: Meeting adjourned at 7:06.

The next meeting will be April 23, 2024, at 6:00 pm.

Belena Garza

Assistant Director