

## Ida Public Library Board of Trustees

### Monthly Meeting

Tuesday, July 23, 2024 at 6pm

Ida Public Library

The July regular meeting of the Ida Public Library Board of Trustees was called to order by interim Board President Brenda Obilade at 6:00 pm. Trustees present were Paige Ansley, Daniel Arevalo, Wendy Trank, Brenda Obilade, Steve Pierce, Derek Prado, Jenny Tillema and Angie Williams.

Also present was Library Director Mindy Long.

**Public Comment** – There was no public participation/comment.

**Correspondence** – There was no correspondence to review.

#### **Approval of Minutes:**

Daniel Arevalo made a motion to amend the monthly minutes from May 2023 to May 2024. Derek Prado seconded the motion. The motion passed unanimously.

A motion was made to approve the June 2024 minutes by Jenny Tillema. Steve Pierce seconded the motion. The motion passed unanimously.

#### **Unfinished Business:**

1. Results of the Board Self Evaluation: Paige Ansley reviewed the results of the Self-Evaluation conducted at the May 2024 meeting. Areas of most opportunity include attendance, timeliness of meetings, all trustees participating equally, and committee meeting participation/attendance. All Board members received a copy of the results.
2. Update on Library Mascot: The snake that was considering residing at the library is no longer available. Other options are being explored.

#### **Committee Reports:**

1. **Finance (Daniel Arevalo, Chair):** Treasurer's Report and Reconciliation Statements for Blackhawk Endowment (earmarked for expansion), Sullivan (cash reserve), and Main Checking (paying bills) were given to all Trustees. Derek Prado made a motion to approve the Treasurer's Report. Angie Williams seconded the motion. A rollcall vote was made and the motion passed unanimously.
2. **Policy Committee (Daniel Arevalo, Chair):** No report.
3. **Building & Grounds (Jenny Tillema):** No report. Next meeting will be August 1, 2024 at 6:00 pm.
4. **Personnel (Brenda Obilade):** Last month a motion was passed to combine this Committee with the Nominating Committee. No report.
5. **Strategic Planning (Brenda Obilade):** Created focus groups and are working on questions/input and feedback from various sources (patrons, community and Library staff). Creating a survey to ask for information which will be shared via social media, QR Codes, and word of mouth. Next Committee Meeting will be September 7, 2024.

6. **Friends of the Library (Brenda Obilade):** Fall Book Sale has been scheduled for November (on the 6<sup>th</sup> at 6pm for members; the 7<sup>th</sup>, 8<sup>th</sup>, and 9<sup>th</sup> for the public). The week has been left open on the schedule so that they have the time necessary to set up.
7. **Nominating Committee (Paige Ansley):** After review, we had sent Andrew Mertenich's Trustee Application to Mayor Morris. Did not hear back from his office. Notes from the City's website (Meeting Notice July 19, 2024) a new candidate (Maegen English) was presented for consideration by the Mayor. Paige will reach out to Mayor Morris to see if the Nominating Committee is needed any longer.
8. **Librarian's Report (Mindy Long):**
  - a. Chicago Symphony Orchestra tickets available for free to the public
  - b. Year End report is being finalized and will be presented for review when complete (124K visits to the library this year, 1698 new Patrons this year)
  - c. Building Issues:
    1. Gutters – Midwest Gutters had bid and been accepted. No communication since. Prestige is now bidding.
    2. Ceiling Fans – Have heard nothing about a bid/process.
    3. Coating for Front Stairs – the wrong color was ordered. Has been reordered and will be done, weather permitting.
    4. Church – once the entrance stairs are complete, a ramp will be purchased for entrance.
    5. Children's Wall – the coating is bubbling (possibly due to humidity); a call has been placed and it will be addressed.
  - d. Bookmobile received two new A/Cs; radiator for generator is being replaced. Hope to be back in service on Thursday.
  - e. Health Fair @ Logan Avenue (Bookmobile)
  - f. Clifford the Big Red Dog was a hit; Fly Guy will be at library July 30<sup>th</sup> (funding from Friends)
  - g. The Self Defense Class by RSAC was a success for the kids/teens. Adult class will be July 27<sup>th</sup>
  - h. RVC will be conducting Citizenship Classes beginning on August 12, 2024. A lot of interest and the potential for more classes through winter.
  - i. No seasonal/temporary hiring is needed at this time.

Jenny Tillema motioned to approve the Librarian's Report. Daniel Arevalo seconded the motion. The motion passed unanimously.

#### **New Business:**

**Library Parking Lot** – The City will not be helping pay for the repair/resealing. Two spots need to be repaired and the whole lot needs to be seal coated/painted. Bel Rock has been contacted for pricing and availability.

**Library Roof Damage** – There is an area of approximately 12' x 12' that is damaged/caused leaking (in the nonfiction section upstairs). Prestige came out and tarped the area. Insurance Claim Adjustor came out and determined that it may NOT be damaged from the recent storms... subroof was cracked/damaged from compromised plywood. Waiting for coverage decision/quote for repair.

A motion was made by Angie Williams to keep Closed Meeting Minutes closed (from 18 months ago and back). Daniel Arevalo seconded the motion and a roll call vote was unanimous. Once records are received from prior Leadership, the Board will vote on whether or not those notes can be destroyed, via the Records Disposal guidelines.

**Other:** Due to incredibly successful programming, the Library Staff would like to restrict access to programming to Ida Members. The Board agreed that verbiage in the marketing material could make clear that priority will be given to Ida Public Library Members in the future.

Steve Pierce motioned to adjourn the monthly meeting. Derek Prado seconded the motion, and it passed unanimously at 7:00 pm.