

Eureka Public Library Board of Trustees Regular Meeting

Date: February 24, 2025

The Regular Meeting was called to order by President Don Whitman at 6:30pm

Members present:

Don Whitman
Sandi Sylvester
Lisa Reinmann
Jane Burke
Tim Martin
Robin Robinson

Members absent:

Marj Crowe

Staff Present:

Cindy O'Neill
Angela Roberts

Approval of items on the Consent Agenda: It was moved by Trustee Martin and seconded by Trustee Burke to approve the minutes from the regular meeting held January 27, 2025. The motion passed unanimously.

Financial Report and approval of: It was moved by Trustee Martin and seconded by Trustee Burke to approve the financial report from the regular meeting held January 27, 2025. The motion passed unanimously. The monthly disbursement for January 27, 2025 was \$48,932.93

Committee Reports:

Finance: Trustee Reinmann reported we are 58% through the fiscal year and have spent 45% of the budget. The Special Reserve CD at Eureka Community Bank will roll over in 10 days. (\$324,191.63). Cindy will be checking into interest rates at various banks to see if there is a higher rate. Two more CDs are due in June.

Building: Post Office: Heinold was called to look at the radiator fan in the lobby. They had their bi-annual boiler inspection in February. Library: Heinold conducted the annual furnace and boiler checks in January. We passed the elevator inspection and the certificate is posted in the elevator. Thompson Electronics did their annual fire alarm tests this past Friday. All Trades tried to shift the west door so it doesn't drag by installing a metal plate. It is working but not as well

as they wanted. They discovered the bottom of the door is rotted so we will need to think about replacing the door sometime in 2025. There are seven sections of sidewalk that are cracked or missing big chunks. Cindy would like to see this fixed before the Summer Reading Party. Grant Update: The sound panels have been ordered. Angela and Cindy met with PIP Printing and reviewed signage needs. They sent a revised draft and Angela and Cindy sent back additional changes. Latest bid revision was sent to PIP on 2/24/25 to finalize the plan and get installation ordered. Cindy is looking at new computer chairs. They are looking at wider seats, arm rests, and taller backs. A sample chair is at the computer station for people to try and give feedback.

Friends of the Library: The Quarter Auction raised \$1,508.26. 50 items were donated and it was well attended. The Book Sale is set for Saturday May 17, 2025. Proposed book sale changes are having it inside and smaller with another in the fall.

Library Services: Cindy passed out the Calendar for March and the Statistics. Angela gave a report of the Children's Library and also Gennifer's report. Angela told us about 200 parents and children came to our annual Take Your Child To the Library Day. Angela has been busy engaging with all the schools in our area. We are partnering with the A/C Home for the Family Fun Day. It will be June 27th from 10am -1pm. Last year approximately 700 people came. Children are really important at the Home so several activities are planned to bring together the older and younger generations. During Spring Break there will be lots of activities here at the library. Angela receives many comments from parents that they appreciate we are a screen free environment. Gennifer reported there are lots of activities coming up. Fiber Arts Meet Up, Recipe Swap, The Master Gardeners will be started up again, Wits Work Out, Medicare 101, and free vision screening by Illinois Eye Center are just a few of the activities that are scheduled.

Librarian's Report: Cindy gave the Director's Report. There has been a lot in terms of finishing up the grant, minor repairs and annual inspections. The Trustees that did not fill out an Economic Interest Statement for the election needs to do that soon. Cindy is starting to look at planning the FY26 budget. She would like to compare the salaries of other libraries the same size and budget as us to make sure we are offering competitive rates for our staff; however, there are many things that can possibly have a major effect on our finances. Cindy gave a presentation to 12 people at Heartline on February 14. She reviewed all the different services, databases, and other items we have to offer. The Summer Reading Party will be Thursday, May 29th from 4 to 6. Rain Date is Monday June 2nd. Gennifer has reserved the Brick and Ember Pizza Truck and we will ask the city to barricade the street like last year. Angela will ask the AC Home to help out with refreshments. If anyone has any ideas for our 95th birthday in July, please talk to Cindy.

Old Business: None

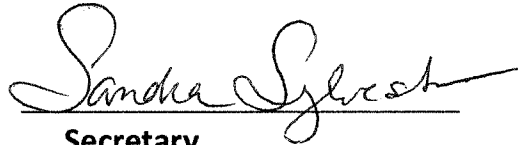
New Business: After discussion, Trustee Robinson made a motion to change the Authority to Spend Policy. Trustee Martin seconded. The motion passed unanimously. The Board then reviewed several policies including: Purchasing (Bids/Quotes) Policy, Hotspot Lending Policy, Internet Access Policy, Indemnification and Insurance Policy, and Reference Policy.

Announcements:

Adjournment: Being no other business, Trustee Sylvester moved to adjourn the meeting at 7:25 p.m. The motion was seconded by Trustee Reinmann and approved unanimously.



President



Secretary

The above is the unofficial summary of business transacted by the Eureka Public Library Board of Trustees. This summary will be reviewed and approved at the next regularly scheduled meeting of the Board of Trustees.