

Eureka Public Library Board of Trustees Regular Meeting

Date: March 27, 2023

The Regular Meeting was called to order by President Don Whitman at 6:59 pm

Members present:

Don Whitman
Sandi Sylvester
Marjorie Crowe
Tim Martin
Lisa Reinmann
Robin Robinson

Members absent:

Jane Burke

Staff Present:

Ann Reeves
Cindy O'Neill

Minutes: It was moved by Trustee Martin and seconded by Trustee Crowe to approve the minutes from the regular meeting held February 27, 2023. The motion passed unanimously.

Financial Report and approval of: Trustee Martin made a motion and seconded by Trustee Robinson to approve the financial report from the month of February and payments in the amount of \$47,141.05

Committee Reports: Financial: Trustee Martin shared we are 65% of the way through the year and have used 55% of the budget.

Library Services: Cindy passed out the April events calendar. Mr. Miller's Life Skills Class will be coming to the library for a program on library resources. Deb Blunier and Cindy will be giving the program. Master Gardeners, a Rules of the Road class, and author Ken Zurski will be having events in April. Angela is busy in the Children's Library and she attended a Youth Conference last week. The Library Book Sale is Saturday, May 20th from 8am-Noon. Book Donations will start May 12-19.

Building: Trustee Sylvester presented two proposals from New Horizons for two jobs. The first is for the sidewalk at the back door of the library. That proposal is for \$7,102.20. Trustee Sylvester made a motion to accept the proposal. Trustee Robinson seconded. The motion passed unanimously. The second proposal was for a 6-8 inch concrete replacement at the post office main door. That proposal was for \$1,712.00. Trustee Sylvester made a motion to accept the

proposal. Trustee Crowe seconded. The motion passed unanimously. Aaron was able to get a new pump motor for the circulation pump for the post office boiler. There is a water hose issue on the boiler but it can wait until better weather to shut the boiler off to fix the problem. We were cited for not having a CO detector in the post office. Brian Shirey installed one last week. Andy finished the white trim and will do the entrances when the weather improves. We also need to replace the lights by the library front door, (they have rusted through). The library is looking at a new circulation desk for the Children's Library. The cost is \$13,496.66. Friends of the Library will pay \$10,000 towards the purchase. That leaves the library to pick up \$3,496.66. The money could come from contingency, general fund, building, or equipment fund. Trustee Sylvester made a motion to approve the new desk. Trustee Robinson seconded. The motion passed unanimously.

Librarian's Report: Ann reported Brian Shirey is happy with the heat, sidewalk and parking lot at the Post Office. Ann will talk to the garbage men about possibly moving the dumpster across the parking lot and away from the back door area of the library. The newest news on the Paid leave/Paid time off is working 40 hours equals 1 hour off. This can be used after 90 days. Laura Sisco and Mahlon Householter will be our community resident members for the Decennial Committee on local government efficiency. April 24th will be the first meeting. We will have to meet 2 more times by June 2024 and turn in the report by that day. We will get a template from RAILS. IL Bill 2789 concerns banning books. Ann talked to Hannah McKenny about having a Large Equipment Day maybe at the AC Home parking lot and we could have a booth about reading programs for seniors. Ann is looking at our databases and seeing if we could let go of the ones that aren't being used and use our funds for other things. We are looking at Hoopla instead of Kanopy. Hoopla has much more to offer patrons. It is pay per use rather than a yearly fee. El Paso allows 10 check outs per month. We could start at 5 or 7 checkouts per month and see about the cost. Blu Rays and DVDs can be checked out 10 at a time in any category. There is a new reading app called Read Squared a patron can use on their phone or computer that logs reading times and then logs the time into their reading program. This is handy especially if the patrons are traveling. The Library has gotten 5 or 6 new magazines for its collection. Mike has suggested a program for the staff, KnowB4, to help avoid scams and phishing emails. Rachael is coming back to work in April.

Old Business:

New Business: Trustee Reinmann made a motion to close the library at 5pm on April 11th for a staff meeting. Trustee Martin seconded. The motion passed unanimously. The board reviews Chapter 1 and 2 of *Serving Our Public: Standards for Illinois Public Libraries*.

Adjournment: Being no other business, Trustee Sylvester moved to adjourn the meeting at 8:16 p.m. The motion was seconded by Trustee Robinson 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.