

**MINUTES**  
**Board of Trustees**  
**Edwardsville Public Library**

Date: Wednesday, May 30, 2012  
Time: 7:05 p.m.  
Place: Meeting Room

**Call to order and roll call of members:**

Robert LaRose called the meeting to order at 7:05 p.m.

Members present:

Gary Denué  
Pete Fornof  
Emily Gates  
Robert LaRose  
JoAnn Nabe  
Francie Powell  
Gloria Zupanci

Absent:

Kim Harrison  
Sharon Whittaker

**A. Introduction of guests:**

Assistant Director Susan Carr, Reference Librarian Judy Thompson, Youth Librarian Anne Wolfe, and Oliver Wiest, a reporter from the *Edwardsville Intelligencer*.

**B. Disposition of regular minutes:**

Susan Carr presented a revised version of the minutes which corrected the reference to Lewis & Clark Library System; that phrase was replaced with Illinois Heartland Library System.

**Motion** by Emily Gates, seconded by Francie Powell, to approve the revised minutes of the Wednesday, April 25, 2012 Board meeting.

**Motion carried.**

**C. Communications:**

The Library received a thank you note from “Mothers and More,” a group who collected purses for women who participate in the “Dress for Success” program. We had a collection box at the Library.

**D. Committee Reports:**

*1) Building*

JF Electric replaced a ballast in the bookkeeper’s office and fixed two ground lights outside the building.

Edwardsville Plumbing replaced the kitchen sink faucet, repaired the faucet in the men’s restroom, rebuilt a flush valve, and unclogged a toilet.

Kane is waiting for a transformer that is on order to arrive. They will then be able to finish work on the boilers. We have not been billed yet. Kane also replaced a blower in the bookkeeper's office.

Staff members noticed it was difficult to push the buttons to set the alarm system. Central District Alarm cleaned the pads, and the system is working better now.

## 2) *Personnel*

Deanne finished staff evaluations in mid-May. We had a staff meeting on May 18<sup>th</sup> when she discussed some of the comments and suggestions staff offered at their evaluations including ways to create a more welcoming atmosphere for patrons, being careful not to discuss patrons at the circulation desk, and providing handouts for pages that detail their tasks and duties. Staff members also asked for instructions on eReaders so they can better assist patrons, and arrangements are being made for some staff instruction sessions.

Elsie Wasser, a member of the Madison County Genealogical Society, is planning to significantly cut back on the time she volunteers in the genealogy room. Judy Thompson will be giving staff some basic instruction regarding the genealogy collection. Judy Thompson also checked with the Belleville Public Library and the Hayner Library to find out how they staff their genealogy rooms. In both cases, they have paid library staff who work in genealogy. The Board discussed various options for staffing. They asked to review the contract that was originally signed between the Library and the Genealogical Society. For the present time, we will wait and see if the Genealogical Society has any members who are willing to take over for Elsie.

## 3) *Finance*

**Motion** by Emily Gates, seconded by JoAnn Nabe, to approve the prepaid paid bills in the amount of \$54, 672.33.

**Roll call:**

Denué - yes  
Fornof – yes  
Gates – yes  
Nabe – yes  
Powell – yes  
Zupanci - yes  
LaRose – yes

**Motion carried.**

**Motion** by Emily Gates, seconded by Gary Denué to approve the bills to the City Clerk in the amount of \$37, 482.75

**Roll call:**

Denué - yes  
Fornof – yes  
Gates – yes  
Nabe – yes

Powell – yes  
Zupanci - yes  
LaRose – yes  
**Motion carried.**

The Board asked if fees paid to Overdrive for eBooks could be included in the book budget rather than as a technology expense. Susan will check with Deanne about this.

Susan reviewed revenue and expenditures as of the end of the last fiscal year. We were able to put \$128, 247.60 into the reserve fund. Susan also reviewed revenue and expenditures to date from the current year's budget.

**E. Elf Report:**

The ELF's will attend the Gateway Grizzlies game on Sunday, June 24<sup>th</sup>.

**F. Illinois Heartland Report:**

The Nominating Committee has given the election results to the Illinois Heartland Board, who will certify the results at their June meeting. The results will then be announced. There are five Board positions to be filled.

**G. Librarian-Director's Report:**

The Route 66 Festival will be held on Friday, June 8<sup>th</sup> and Saturday, June 9<sup>th</sup>. The parking lot will be open, but Kansas and Park streets will be closed in front of and on the side of the Library.

There was discussion about the availability of parking places in the lot across from the Library especially when there are special events in the Park. Deanne received information from Tim Harr, Director of Public Works, that he sent revised plans for the parking lot to Mayor Niebur for his review.

The Edwardsville Arts Center continues to rotate art exhibits on the wall above the computers in the adult area. The pieces currently on display are by David Yates.

Scott Evers donated his framed photo of the bike path to the Library. It is hanging on the wall behind the circulation desk upstairs.

The summer newsletter went to the Post Office for mailing today, Wednesday, May 30<sup>th</sup>.

**H. Unfinished Business:**

None

**I. New Business:**

None

**J. Presentation to or discussion with Board:**

Anne Wolfe described the Youth Department’s summer reading program, Reading is So Delicious. There are reading (or listening) logs for babies through teens and a variety of prizes including activity passes, paperback books, food coupons, and a chance to win one of the grand prizes (baseball tickets, a bicycle, or a Kindle Fire). Reading logs can be picked up beginning June 4<sup>th</sup>, and the kick-off event is a “Pancake Picnic” on June 6<sup>th</sup>. The summer schedule also includes story times, puppet shows, magic shows, movie matinees, and special food related events for teens. All staff members received a “Reading is So Delicious” t-shirt.

Judy Thompson reported on the adult summer reading program, which is also using the “Reading is So Delicious” theme. Adults who sign up earn tickets for books they read or listen to, and the tickets are entered into a grand prize drawing for an Amazon Kindle or \$100 of “Delicious” gift certificates. Everyone who signs up is also eligible for weekly prize drawings for stacks of new paperback books. The ELFs provided the funding for the prizes. There are programs on couponing, Chinese food and culture, movie matinees, and an edible books contest on the schedule. We are collaborating with the Main Street Community Center’s *World Flight* program by providing reading lists for various countries.

**K. Adjournment:**

The meeting was adjourned by President LaRose at 8:05 p.m.