

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

Date: Wednesday, August 30, 2017  
Time: 7:00 pm  
Place: Meeting Room

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

Vice President Pete Fornof called the meeting to order at 7:01 pm.

Members Present:

Gary Denué  
Pete Fornof  
Kim Harrison  
Chris Lafikes  
JoAnn Nabe  
Francie Powell  
Sharon Whittaker

Members Absent:

Bob LaRose  
Gloria Zupanci

**B. Introduction of guests:**

Librarian-Director, Susan Carr; Research and Adult Services Librarian, Devin Gordon

**C. Public Comment**

None.

**D. Disposition of regular minutes:**

**Motion** by Gary Denué, seconded by Francie Powell, to approve the board meeting minutes for Wednesday, July 26<sup>th</sup>, 2017.

**Motion carried.**

**E. Communications:**

Jane Coffey from the Edwardsville Arts Center contacted Susan about selling raffle tickets for a Dennis DeToye painting. The painting would be on display at the library during the duration of the raffle. The board approved.

Susan reported that a person from Collinsville had taken a quantity of EHS yearbooks from the library and stored them in his room. Susan was able to retrieve some of the yearbooks but not all. Gary suggested calling the Mississippi Valley Library District (Collinsville) to see if they have any extra copies of our yearbooks in their extensive genealogy collection.

**F. Committee Reports:**

1) *Building*

None.

2) *Personnel*

Susan reported that gaps in key hours of reference desk coverage should be filled by a new part time position. The board agreed.

**Motion** by JoAnn Nabe, seconded by Pete Fornof, to approve the creation of a part time reference position to fill gaps in hours coverage.

**Roll call:**

Gary Denué – yes

Pete Fornof – yes

Kim Harrison – yes

Chris Lafikes – yes

JoAnn Nabe – yes

Francie Powell – yes

Sharon Whittaker – yes

**Motion carried.**

3) *ELFs*

Susan reported that a new entry keypad has been installed on the ELF book storage room door. This will provide easier access for volunteers and ELF board members.

Sharon reported that a new chair with arms and wheels has been obtained for Carnegie's volunteers.

The hygiene bags provided by the ELFs have gotten positive responses. Susan has received several kind notes from people who have taken them.

The ELFs made \$174.60 at their annual band concert bake sale. No books were sold this year.

The ELF board is planning a member event for November 17<sup>th</sup>. This provides a nice evening for members to meet and get to know each other better. Invitations will be mailed soon.

JoAnn asked if the ELFs might consider making an entire shelf devoted to children's books for sale year-round. Sharon said she would discuss the idea with the ELF board.

4) *Finance*

**Motion** by JoAnn Nabe, seconded by Kim Harrison, to approve the pre-paid bills for the amount of \$73,692.31

**Roll call:**

Gary Denué – yes

Pete Fornof – yes

Kim Harrison – yes

Chris Lafikes – yes  
JoAnn Nabe – yes  
Francie Powell – yes  
Sharon Whittaker – yes

**Motion carried.**

**Motion** by JoAnn Nabe, seconded by Kim Harrison, to approve the bills to the City Clerk in the amount of \$26,624.95

**Roll call:**

Gary Denué – yes  
Pete Fornof – yes  
Kim Harrison – yes  
Chris Lafikes – yes  
JoAnn Nabe – yes  
Francie Powell – yes  
Sharon Whittaker – yes

**Motion carried.**

Susan reported that she is purchasing free-standing shelves for our MP3 CD collection because of lack of space in the library's fixed shelves.

The mileage line items was higher than normal because Jacob drove 76 miles round trip to obtain more eclipse glasses for library programming.

Jill reported via Susan:

- The library received \$55,491.00 as a memorial gift from the estate of Allene Spenol, with no restrictions on spending. The board suggested using a portion of the funds to purchase a plaque, book shelves, or a piece of art in her honor. Gary suggested contacting the law firm to determine the name of the executor of her estate.
- We have not received our per capital grant yet.
- We are on track with the budget at 32.9% (May-August is 33% of fiscal year).
- We will be moving our phone service from AT&T to Charter in September. We should be able to save approximately \$1,000.00 per month.
- Overall expenses in August vs. last year at this time increased \$30k because membership fees to IHLS occurred in September last year and August this year (membership, OCLC fees, Cloud Library, Gale "pick 10" databases, and Zinio).
- 6439 – Other Fees: includes a \$324 unemployment charge for previous employee Elizabeth Benoodt.

#### **G. Ad Hoc Committee: Strategic Plan**

Gary reported:

- The community assessment document has been completed and sent out.
- Gary sent nine letters to community members asking if they would serve on the committee. Three agreed: Curt Schumacher, Abigail Schwent, and Tamar Montoya-Albrecht. Three declined and three have not responded. Gary received feedback from the current committee agreeing that the strategic planning committee could move forward

with three community members added. They suggested that the library host a focus group with community leaders and then invite them to join the committee.

- Gary is trying to contact the Director of the Decatur Public Library about the cost of a firm they used to do community surveys.

#### **H. Illinois Heartland Library System**

Gary reported:

- IHLS has received its \$1.3 million per capita grant from the state of Illinois.
- Gary explained an interesting program offered by Lincoln Library. They have two options for non-residents: paying for a card with full library privileges, or paying for a flat rate card (\$80 adults / free for students) for e-resources only.

#### **I. Librarian-Director Report**

Susan reported:

- The price for circulating internet “hot spot” devices would cost the library about \$10 a month. Susan is looking into purchasing several for library patrons to borrow.
- Susan has arranged activities for Banned Book Week. We will have a “wheel of fortune” game in the library, wrapped banned books to hand out, and several informative oversized posters to display.

#### **J. Unfinished Business**

None.

#### **K. New Business**

None.

#### **L. Presentation to Board**

None.

#### **M. Adjournment**

Motion to adjourn the regular meeting by Pete Fornof, seconded by Kim Harrison. The regular meeting was adjourned by Vice President Fornof at 8:10 pm.