

July 20, 2023

EAST ALTON PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

CALL TO ORDER Margaret Funke called the regular meeting of the East Alton Public Library District Board of Trustees to order at 5:46 p.m. Those in attendance were M. Funke, C. Wiegand, J. Buttry, J. Richie, L. Silkwood, J. Bricker, and A. Harris. Also present was Jeremy Staicoff, Director. 7 present, 0 absent. Quorum established.

CORRECTIONS None

PUBLIC COMMENTS None

APPROVAL OF MINUTES **Motion: Harris** **Second: Silkwood**
Approve June 2023 Board Minutes
Roll call vote: Silkwood, aye; Bricker, aye; Buttry, aye; Richie, aye; Wiegand, aye; Harris, aye; Funke, aye. 7 ayes, 0 nays, 0 absent.
Motion carried.

CORRESPONDENCE None

NOTES None

FINANCE REPORT **Motion: Bricker** **Second: Wiegand**
Approve expenditures & wages as presented for June 2023
Roll call vote: Silkwood, aye; Bricker, aye; Buttry, aye; Richie, aye; Wiegand, aye; Harris, aye; Funke, aye. 7 ayes, 0 nays, 0 absent.
Motion carried.

DIRECTOR'S REPORT **Director's Report**

1. Began work on our library's annual report (IPLAR) for State of IL.

2. Wood River Township Kiwanis sent us a donation of \$300 for our Summer Reading Program.
3. Drafted 'Thank You' letters to organizations and people who donated to or sponsored part of our Summer Reading Program.
4. Our ECF funding for the mobile devices will end on July 25, 2023. We have had 32 total checkouts/users of these devices during the funding period.
5. We have had an increase of roughly 28% in total overall circulations this past fiscal year compared to the prior one.
6. Completed SHARE Director's Survey: Membership Fees for IHLS.
7. Continued taking meetings with vendors on security cameras and phone systems.
8. Assisted with Summer Reading Program events, including working adult Mario Kart tournament event.
9. Worked with Devin on evaluation of new offerings for the library which led to addition of Wonderbooks, which are hybrid print/audio books that can help young readers learn and practice reading skills.
10. Began discussion with attorneys who specialize in libraries for possible retention of services.
11. Drafted Building & Maintenance Levy ordinance. Copy is included in Board packets.

Youth Services Report

1. Summer performances have been well attended by families. So far kids have seen a comedy magic show by Chef Bananas, a science demonstration by Mad Science, and participated in improv comedy with Dennis Porter.
2. Teen programs have each had a couple of participants. They have battled each other in a Smash Brothers tournament, made affirmation mirrors, worked on writing skills, and learned how to create a character in Dungeons and Dragons. Those who attended DND are interested in returning for future DND programs.
3. The U of I Junior Chef class was also well attended. Kids made several delicious recipes and learned various cooking terms and techniques.
4. Outside of Summer Reading, I have been working on planning programs for the rest of the year.

Development & Outreach Librarian Report

1. Our Mario Kart Tournament had 7 attendees. Players raced in a tournament style competition and were able to take home medals.
2. The Courage & Grace Painting Party had 15 participants. Photos of the completed door signs were posted online. Our participants had a wonderful evening!
3. Paint Your Pet on June 30 was a huge success! We had 18 participants, many of whom were new faces to our building.
4. Family Movie Night is taking place on July 14. We will be showing the new Super Mario Bros. Movie. Fresh popcorn and drinks will be provided.
5. Our final adult event is Riverbend Axe Throwing on July 21. They will be bringing their mobile unit to the library parking lot. We will be functioning under a first come, first served basis.
6. As of July 12, we have had 69 of our adult summer reading logs returned. Beanstack had a total of 14 users logging their reading. The drawing for both prizes will take place the following week.
7. Our Finale Party is on Saturday, July 22 from 5-7 pm at the Roxana Pool.
8. Began planning programs for August.
9. Chair Yoga with SIUE will be back in August, but will be reframed as a Beginner's Yoga course at the suggestion of the instructor and participants.
10. Purchased several Wonderbooks and Vox books for our Children's section. These are read-along books with pre-charged, built-in audio player for young readers who are learning to read independently, reluctant, or just like reading along to the audio version of the book. We are currently limiting them to 5 per household.
11. Attended a webinar on policy manuals, their basic legal requirements, and upcoming legal changes that will impact them through Illinois Heartland Library System.
12. Assisted with compiling data and statistics for the IPLAR report.
13. Added upcoming events and newly added books to our website's front page.
14. Ordered new books in adult fiction and nonfiction. Also purchased new Nintendo Switch videogames and DVDs.
15. Began formatting the 2023-2024 Reading Dragons & Friend's information. This includes selecting new dragon cards, creating new dragon cards, making graphics, and updating forms. The program was put on pause for summer, but will begin again in September.

16. Created a plethora of social media posts including: Courage & Grace Painting Party, Chef Bananas, Mario Kart Tournament, Mad Science, Closing Early: Staff Training, Teen Writer’s Club, Summer Reading Program Information, Summer Reading Kickoff Party Photos (reached over 3,700 people!), What’s Happening: Week of June 12-17, June Book Club, SHARE Top Requested for May, Improv Comedy with Dennis Porter, Chef Bananas Event Photos, Read to a Dog – June, Happy Birthday Maui, Mario Kart Tournament Winners, What’s Happening: Week of June 19-24, Family Movie Night, Dungeons & Dragons, Jay & Leslie Juggling, Storytime, Painting Party Pictures, Busy Bees – July, What’s Happening: Week of June 26-July 1, Axe Throwing, Pool Party, Cooking Class Group Photos, Teen Blackout Poetry, July Book Club, Closed for July 4th, Create a Canvas, Paint Your Pet Event Photos, July Book Displays, June’s New Books, Wonderbooks & Vox Books, Nintendo Switch Games, What’s Happening: Week of July 10-14, What’s Happening: Week of July 17-22.

DISCUSSION

None

OLD BUSINESS

None

NEW BUSINESS

Motion: Harris Second: Buttry

Approve Ordinance 2023-02: Combined Budget & Appropriation Ordinance

Roll call vote: Silkwood, aye; Bricker, aye; Buttry, aye; Richie, aye; Wiegand, aye; Harris, aye; Funke, aye. 7 ayes, 0 nays, 0 absent.
Motion carried.

Motion: Buttry Second: Harris

Approve Ordinance 2023-03: Building & Maintenance Levy Ordinance

Roll call vote: Silkwood, aye; Bricker, aye; Buttry, aye; Richie, aye; Wiegand, aye; Harris, aye; Funke, aye. 7 ayes, 0 nays, 0 absent.
Motion carried.

Motion: Richie Second: Silkwood

Approve Attorney Retainer Agreement

Roll call vote: Silkwood, aye; Bricker, aye; Buttry, aye; Richie, aye; Wiegand, aye; Harris, aye; Funke, aye. 7 ayes, 0 nays, 0 absent.
Motion carried.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:27 pm.