

May 19, 2022

EAST ALTON PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

CALL TO ORDER

The regular meeting of the East Alton Public Library District Board of Trustees was called to order at 6:22 p.m. by Maggie Funke at the library. Those in attendance were L. Silkwood, J. Bricker, A. Harris, J. Richie and C. Wiegand.

Also present was the Director, Jeremy Staicoff.
6 present, 1 absent. Quorum established.

PUBLIC COMMENTS

None

APPROVAL OF

MINUTES

Motion: Harris Second: Silkwood

Approve the minutes of the April 21, 2022 meeting.

Roll call vote: Harris, aye; Silkwood, aye; Funke, aye; Bricker, aye; Wiegand, aye; Richie, aye. 6 ayes, no nays, 1 absent.

Motion carried.

CORRESPONDENCE

None

FINANCE

Motion: Wiegand Second: Bricker

Approve wages and expenditures as presented for April 2022.

Roll call vote: Wiegand, aye; Bricker, aye; Funke, aye; Harris, aye; Silkwood, aye; Richie, aye. 6 ayes, no nays, 1 absent.

Motion carried.

DIRECTOR'S REPORT**April 2022**

1. Submitted FY23 SHARE Annual Agreement to Illinois Heartland Library System
2. Requested quotes from different insurance companies regarding health and dental insurance premiums.
3. Received final tax season statistics from AARP. 211 Federal and 222 State returns filed. \$212,000 in total Federal refunds and \$22,000 in total State refunds received by program participants.
4. Created and implemented “info” and “admin” @eastaltonlibrary.org email accounts to work on streamlining how we conduct library business as an organization.
5. Set up joint staff meeting with Wood River Public Library to go over upcoming joint Summer Reading Program. The meeting is set for Friday, May 13. The library will close at 2pm that day to account for this.
6. Received Tax Computation Report from Madison County Clerk’s Office. Signed off on it and sent it in.
7. Worked out an agreement with Wood River Public Library to obtain copies of digital EAWR yearbook scans for use at our library.
8. Began working on the FY23 Combined Budget and Appropriation Ordinance. Copy is included in the Board Packets.
9. Risk Management Plan was drafted for Liability purposes and is included in the Board Packets
10. Parts A, B, and C of “Policy and Regulations Affecting Personnel” were updated and is included in the Board Packets.
11. Submitted Emergency Connectivity Fund application (FCC Form 471) in an effort to obtain patron use tech equipment (Wi-Fi hotspots, laptops, tablets) at no charge to the library.
12. Wood River Township Kiwanis sent us a \$300 check to go toward our Summer Reading Program. A thank you letter was drafted and sent back to them for their generosity.

13. Phillips 66 reached out and has committed to donating \$500 toward our Summer Reading Program. Requested paperwork was completed and sent back to them.
14. Staff is continuing to work on various projects to help the library and has begun discussions on different offerings we can provide and outreach we can take part in.

YOUTH SERVICES REPORT

May 11, 2022

The virtual story-time videos have been paused, to gear up for the Summer Reading Program.

The first groups of Kindergarten classes came in this morning. There were 35 students in each group, along with various teachers and assistants. The students were eager, well behaved (for the most part), and seemed to enjoy their time here. I explained the reading program (Beyond the Beaten Path), and read them two stories. I gave the students handmade personalized bookmarks and their choice of stickers. Those classes will be back in two weeks. Unfortunately, today's chosen day and time (by the teachers) conflicted with the monthly SWAYS meeting, so I have nothing to report in that regard. The Wood River Township Kiwanis Club graciously donated \$300.00 towards our Summer Reading Program. A thank you letter has been sent.

The time for the Summer Reading Program is fast approaching. Since we are coordination with Wood River Public Library this year, the reading challenge component has been duplicated in Beanstack to resemble the ones created by Wood River Library. There will be a challenge for four age levels: Pre-K, 1st - 5th grade, 6th - 18 years, and Adult. The library staff is meeting Friday to go over general question regarding the SRP, and with the Wood River Public Library afterwards, to go over any questions we may have regarding Beanstack specifically. I appreciate the opportunity to partner with the Wood River Library this year, not only for the financial savings, but also to learn how they run their SRC and program activities. I hope to take the best parts and make them our own for next year's program.

Submitted by Becky Retzer.

DISCUSSION

IMRF Enrollment

OLD BUSINESS

None

NEW BUSINESS

Motion: Harris Second: Richie

Approve Risk Management Plan

Roll call vote: Harris, aye; Richie, aye; Silkwood, aye; Bricker, aye; Funke, aye; Wiegand, aye. 6 ayes, no nays, 1 absent.

Motion carried.

Motion: Harris Second: Silkwood

Approve Policy Revisions

Roll call vote: Harris, aye; Silkwood, aye; Richie, aye; Bricker, aye; Funke, aye; Wiegand, aye. 6 ayes, no nays, 1 absent.

Motion carried.

Motion: Wiegand Second: Silkwood

Combined Budget & Appropriation Ordinance Draft

(Board Motion to table until June 16th as Old Business for further discussion)

Roll call vote: Wiegand, aye; Silkwood, aye; Richie, aye; Bricker, aye; Funke, aye; Harris, aye. 6 ayes, no nays, 1 absent.

Motion carried.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:37 pm.