

April 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 5:45 p.m. Those in attendance were L. Silkwood, J. Bricker, S. Hierman, J. Richie, C. Wiegand, A. Harris, and M. Funke. Also present was Jeremy Staicoff, Director; Devin Eyster, Development & Outreach Librarian; Janet Buttry. 7 present, 0 absent. Quorum established.

PUBLIC COMMENTS

None

APPROVAL OF MINUTES

Motion: Wiegand Second: Hierman

Approve the minutes of the March 2023 board meeting.
Roll call vote: Silkwood, aye; Bricker, aye; Hierman, aye; Richie, aye; Wiegand, aye; Harris, aye; Funke, aye. 7 ayes, 0 nays, 0 absent.
Motion carried.

CORRESPONDENCE

Final settlement sheet from Madison County IDES notice

NOTES

Acknowledge Sally's retirement from board

FINANCE**Motion: Silkwood Second: Harris**

Approve expenditures & wages as presented for March 2023.
Roll call vote: Silkwood, aye; Bricker, aye; Hierman, aye; Richie, aye; Wiegand, aye; Harris, aye; Funke, aye. 7 ayes, 0 nays, 0 absent.
Motion carried.

DIRECTOR'S REPORT**Director's Report
April 2023**

1. Completed annual Freedom of Information Act training through Attorney General website.
2. Completed annual Open Meetings Act training through Illinois Attorney General website.
3. Met with EA Parks & Rec Superintendent Tyler Lafferty (with Devin) to go over future collaborative efforts and upcoming Summer Reading Program.
4. Filed Statement of Economic Interest to Madison County.
5. AARP concluded their tax services delivered to our community.
6. Created Summer Reading Program planning document to assist in planning for programs/events.
7. Painting is underway in the library. Accents of color have been added in the Media Room, in the alcoves along the back wall of Nonfiction, and along the wall holding graphic novels. Andy has done amazing work for us doing this.
8. Key staff members completed ePAY training modules. The Library is set to go live with ePAY on April 18.
9. Created logins for staff use for ePAY.
10. Created a Peeps diorama example (with Chris) for display for Peeps program.
11. We are now offering a 'Welcome Brochure' (created by Lindsey) that highlights our offerings/services to hand out to any patron getting a new card.
12. Drafted Resolution 2023-02 Investment of Library Funds. Copy is included in Board packets.
13. Drafted Meeting Room Policy in response to multiple inquiries about our meeting room. Copy is included in Board packets.
14. Started some general work on upcoming fiscal year's budget. Will be able to do more once levy numbers are received from Madison County.

Youth Services Report

April 2023

1. Book Madness did not receive as much interest as I had planned.
2. School visits have been going well, and getting kids excited about the library. For May, the kindergarten classes will be visiting the library for a few mini-story times.
3. The first Read to a Dog night brought one child. He plans to bring his favorite book to the next one.
4. Coding for Kids had 4 participants. They enjoyed creating a character on SCRATCH and making it move around the screen.
5. Five Peeps dioramas have been submitted so far with two days left. Next week, patrons and staff will vote on their favorite and winners will receive a Peep shaped pancake pan.
6. The April SWAYS meeting featured speakers from Illinois Birth to Five discussing how libraries can more effectively provide families with young children information on finding resources such as childcare, development testing, etc.

Development & Outreach Librarian Report

April 2023

1. Our March Crafternoon was full with 12 attendees. They made two cards, one Easter themed and one friendship card. Attendees had a wonderful time. Our April craft will be a pom pom cacti collection.
2. The East Alton Library Seed Collective has been used by 33 patrons, with 165 packets of seeds checked out. Staff have begun to check the catalog and restock weekly.
3. The History of the Wood River Refinery program we held with SIUE had 14 attendees.
4. Our Chair Yoga program with SIUE ended on April 12. We had a total of 30 attendees across the ten sessions held.
5. Our Half Day Movie had 5 attendees. We are hosting another Half Day Movie on April 28.
6. Continued to plan for Summer Reading. Adult events will be tentatively held on Friday evenings, from 6-8 pm. Courage and Grace will be providing a door hanger painting class in June. Riverbend Axe Throwing will be coming at the end of July.

7. Contacted the library system to request item records for books with no current record in the catalog.
8. Finished creating the April newsletter of events. Began creating the May newsletter.
9. Continued creating Reading Dragons & Friends cards for next year's program.
10. Created graphics for all of our upcoming events and programs in April.
11. Added upcoming events and newly added books to our website's front page. Also created new pages for the Seed Collective and Reading Dragons.
12. Created a plethora of social media posts including: Mario Kart Tournament, Storytime – St. Patrick's Day, Lego Club, Chair Yoga, Teen Book Club, Tiny Art Night, Savvy Caregiver Series, Tiny Art Night: Madison's Art, Chromebooks 101, New Window Art – March, Storytime – Bees, Coding for Kids, Teen Advisory Board, Mario Tournament Photo Collage, March Book Displays, Quinn – 900 Books (1,000 Books Before Kindergarten), Reading Dragons & Friends Easter Card, SHARE February Top Requested Books, Book Club – Hamnet, New Spring Logo, Read to a Dog, Becky's Storytime – St. Patrick's Day, Happy St. Patrick's Day, Half Day Movie – March, Crafternoon – Group Photo, Peep Diorama Contest, Hotspots, Laptops & iPads, U of I Extension: When Should I Plant?, Illinois Libraries Present: Danny Trejo, History of the Wood River Refinery with SIUE, Maui's Photo, Staff Peep Diorama Examples 1, April Newsletter, Eat Alton History Museum Display, March's New Books, Storytime – Chickens, Fakémon, Book Club – April, Teen Book Club – April, Senior Services Plus, Quinn – 1000 Books, Busy Bees: Story and Sensory Play Time, Staff Peep Diorama Examples 2, Crafternoon: Pom Pom Cacti, Illinois Libraries Present: Will Shortz, Shrinky Dinks, Coding for Kids – April, Half Day Movie – April, Seed Library Reminder.

DISCUSSION

None

OLD BUSINESS

None

NEW BUSINESS

Motion: Wiegand Second: Hierman

Election of Officers:

President – Margaret Funke

Vice President – Loretta Silkwood

Treasurer – Judith Richie

Secretary – Jason Bricker

Roll call vote: Silkwood, aye; Bricker, aye; Hierman, aye; Richie, aye; aye; Harris, aye; Funke, aye. 7 ayes, 0 nays, 0 absent.

Motion carried.

Motion: Harris Second: Richie

Resolution 2023-02 Investment of Library Funds

Roll call vote: Silkwood, aye; Bricker, aye; Hierman, aye; Richie, aye; aye; Harris, aye; Funke, aye. 7 ayes, 0 nays, 0 absent.

Motion carried.

Motion: Hierman Second: Silkwood

Meeting Room Policy

Roll call vote: Silkwood, aye; Bricker, aye; Hierman, aye; Richie, aye; aye; Harris, aye; Funke, aye. 7 ayes, 0 nays, 0 absent.

Motion carried.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:30 pm.