

June 20, 2024

# 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 PM. Those in attendance were C. Wiegand, J. Buttry, J. Richie, L. Timmins, 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: Wiegand** **Second: Buttry**  
Approve May 2024 Board Minutes  
Roll call vote: Timmins, 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: Buttry** **Second: Harris**  
Approve expenditures & wages for May 2024  
Roll call vote: Timmins, 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. Sent of legal notices to The Telegraph for publication.
2. Completed IHLS' Annual Delivery Survey.
3. Received notice that our Per Capita Grant application was successful. We will receive \$13,975 for this year.

4. Lydia accepted a new full-time position. Their last day with us was June 1.
5. Darlene submitted a letter of resignation/retirement notice. Unless changes occur to alter this, her last day at EAPLD will be January 31, 2025.
6. Conducted interviews for financial assistant/bookkeeping position. No decision has been made on the position as of the writing of this report.
7. Summer Reading is upon us! The entire staff has been working on preparations for the event, including decorating the library, getting program materials put together, and more.
8. Worked with Devin and Chris on acquiring supplies, donations, and more for Summer Reading Kickoff event and for the Summer Reading Program.
9. Finalized our summer programming lineup with the EA Parks & Rec department.

### **Development & Outreach Librarian Report**

1. Continued planning and coordinating events for Summer Reading 2024. Our kickoff party will take place on June 15 from 1-3 pm.
2. Our venture of working with the Parks & Rec Department has allowed us to add several fun programs on to our Summer Reading lineup. These include a petting zoo, two Crayola art camps, pickleball lessons, Nerf games, and a holiday BBQ for the 4th of July.
3. Created more graphics, marketing materials, and informational signage for the upcoming Summer Reading program.
4. Started to solicit local businesses that we partnered with last year for prizes for our Summer Reading program. We have successfully obtained vouchers from Sweet Little Things, Riverbend Axe Throwing, Community Seed & Feed, and Food A Fare.
5. Added upcoming events and newly added books to our website's front page.
6. Updated the website to include our newsletter for June.
7. Created a plethora of social media posts including: Baby Busy Bees, Illinois Libraries Present: Kal Penn, Storytime, Lego Club, Read to Maui, Teen Kindergarten, April's New Books, IHLS: Top Requested for April, Book Club, Summer Reading Kickoff Party, Foam Gone Bananas, June/July Newsletter, Summer Reading Logo and Cover, Illinois Libraries Present: Dr. Temple Grandin, Closed for

Memorial Day, Crayola Art Camp, Upcycled Bookmarks, Maui Reminder, Axe Throwing, Celia Sing-Along Dance Party, Tin Can Bird Feeder, Petting Zoo: Cowboy Critters, June Book Club, Pickleball 101, Teen Book Page Folding, Mad Science, May's New Books, World Bird Sanctuary, Indoor Game Day, June Displays, Leo – 100 Books, Mason Bee House Craft, Children's Ice Skating, Summer BBQ & Games, Summer Reading Sponsors/Information/Prizes.

**DISCUSSION**

Combined Budget & Appropriation Ordinance Draft

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**ADJOURNMENT**

There being no further business, the meeting adjourned at 6:05 PM.