

STEELEVILLE AREA PUBLIC LIBRARY DISTRICT

November 21, 2022

Minutes

Roll call and Declaration of quorum: Kim called the meeting to order at 7:07.

Present: Mary Lynn Gerlach, Kim Knop, Kevin Knop, Dana Warren, Michael Minton and Randy Sherman.

Approval of Last Month's Minutes: Dana made the motion and Randy seconded to accept the minutes from last month's meeting. Motion carried.

Absent: Cheryn Sutton

Staff Present: Rachel Rheinecker

Visitors:

Correspondence:

Standing Committee Reports:

- a. **Finance:** Received a check from the Village for \$5,102.97 for remainder of maintenance balance.
- b. **Library Policy:**
- c. **Building and Grounds:** Flag needs to be fixed. Security fire alarm was inspected.
- d. **Public Relations:**
- e. **Technology:** Computer upgrades needed.
- f. **Personnel:**

Financial Report: Dana made the motion to accept the treasurer's report and pay the bills. Kim seconded it. Motion carried.

Library Directors Report:

Staff & Staff Development

Collection Management

Organization of the Library

- Christmas decorations ready to be put up

Collaboration with Partners/Outreach

- Teen Advisory Board: 10/26 meeting: 5 attended
 - Had a pizza party, did a library scavenger hunt to use their shelving skills and have fun

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- Elf on the Bookshelf Story Hour November 4
 - 11 children attended; Read Thanksgiving and Christmas stories, played an elf game
- Game Days every Friday 3-6p.m. (Age 13 and up)
- Lego Club 11/2 Session: 17 attended; Prompt was Dinovember/Dinosaurs
- Craft Club 11/9 Session: 22 attended; Made dinosaur egg slime for Dinovember
- Story hour 11/16 Story hour: 1 attended; Dinosaur theme, made wearable dinosaur feet
- Book Club - no meeting in November, next meeting is December 9
- Merry Grinchmas scheduled for December 10 - Story hour and movie

Administration

- Did not receive Illinois Humanities Community Grant for \$5000 for general operations
 - 150 applicants, 14 awarded
- Going to apply for the Live and Learn Construction Grant
 - Mini grant to provide accessibility (for automatic doors); Getting bids for doors
- Looking for a grant to pay for necessary computer upgrades

Old Business:

Mary Lynn made the motion to accept the annual tax levy ordinance 2022-2. Kim seconded it. Roll call vote was Mary Lynn aye, Kim aye, Michael aye, Randy aye and Dana aye. Motion carried.

New Business:

Mary Lynn made the motion to send the Annual Report to the state comptroller. Dana seconded it. Roll call vote Mary Lynn aye, Dana aye, Kim aye, Michael aye and Randy aye. Motion carried.

Reviewed Serving Our Public 4.0 Chapter 9.

Kim made the motion to approve director's liability insurance payment. Dana seconded. Motion carried.

Kim made the motion to pay Christmas bonuses. Mary Lynn seconded. Motion carried.

Adjournment: Kim made the motion to adjourn at 7:42. Dana seconded it. Motion carried.

Respectfully submitted,

Mary Lynn Gerlach