

**LINCOLN LIBRARY BOARD OF TRUSTEES BOARD MEETING
FEBRUARY 24, 2010
MAIN LIBRARY**

Board Present: Helen Cox, Mark Denzler, Nina Harris, Gary Koch, Mike Lelys, Robert Messina, Martin Ryan, Jennifer Walsh-Hammer, Ray Watson.

Board Absent: None.

Staff Present: Pat Blinn, Reference Manager; Nancy Huntley, Director; Elena Mheidze, Administrative Services Manager; Lois Morse, Assistant Director; Ernie Slottag, Springfield Director of Communications.

President Cox called the meeting to order at 5:05 p.m.

MINUTES: Mr. Lelys made a motion to approve the December 9, 2009, Board minutes. Mr. Watson second the motion. The motion carried.

FINANCIAL REPORT & BILL LIST: There were no questions following review of the January 2010 financial reports and bill list.

DIRECTOR'S REPORT:

Budget – Closure of the branch libraries prior to the beginning of the fiscal year (March 1, 2010) was necessary as the FY2010 budget was submitted without funding for them. Removal of items from the Southeast Branch moved quickly as the space was rented. Materials needed at the main library were taken out and the remaining items were offered free of charge to schools, nonprofit organizations and the public. The circulation desk was given to the new Tri-City library.

As the West Branch location is owned by the City, removal of items is not urgent. The windows have been boarded up as precautionary measure against vandalism. It is unlikely the West Branch would re-open in the current location, due to its close proximity to the main library, repair needs and handicap accessibility issues. There has been some interest by the public in renting or buying the building.

With the branches closing, two full-time employees and one half-time custodian are being moved to the main library. So as to provide the best service possible, all positions are being reviewed and staff is being cross-trained. While volunteers cannot perform union tasks, they are being used for several projects in the Sangamon Valley Collection and for shelving. Additional volunteers are being sought for shelving of fiction and children's books. Board members are interested in working on a volunteer project for the library.

Sunday hours are not likely to be re-instated this fiscal year, as the union contract mandates time-and-a-half on Sundays and no overtime was included in this year's budget.

Eighteen positions have been lost since August 2009. Two additional layoffs were avoided when AFSCME agreed to taking furlough days and receiving a reduced raise. Vacancies that occur will be reviewed by the Office of Budget & Management.

Board Packets – Future Board packets will be emailed to Board members, whenever possible.

Per Capita Grant – The \$119,000 per capita grant has been received. The amount was less than anticipated due to the State of Illinois' budget deficit. In the past \$1.33 per resident has been given;

however, this year only \$1.02 per resident was awarded. The grant money will again be used to purchase books for the library.

Snapshot Day – On February 10, 2010, Lincoln Library participated in the Illinois Library Association's (ILA) "Snapshot: One Day in the Life of Illinois Libraries." Along with other libraries across the state, staff gathered statistics, photos and customer comments to emphasize the importance of libraries. The information has been compiled in a brochure that will be shared with the public.

Gates Grant – A letter has been received that states phase 1 of the Gates Grant requirements have been met and, thus, \$19,500 for the purchase of 10 computers will be awarded. This year the library was required to match 25% of the funds. The \$6,500 will be paid by the Lincoln Library Foundation. Next year 50% (\$11,000) in matching funds will be needed. It is hoped fundraising efforts by the Foundation and the Friends of Lincoln Library will cover the matching funds.

Thank You Letter – Director Huntley shared a thank you note from the Trinity School librarian for the many books she acquired at the Southeast Branch book give-away.

FRIENDS OF LINCOLN LIBRARY: The Friends' Board did not meet in January 2010. The winter paperback sale raised \$2,700 for library projects.

ROLLING PRAIRIE LIBRARY SYSTEM: While their reserves should fund them through April 2011, the Rolling Prairie Library System is facing financial difficulties due to a cut in state funding.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Information Services Policy – The Information Services Policy has been given to the Office of Corporation Counsel for review.

EXECUTIVE SESSION: None.

PUBLIC FORUM: None.

ADJOURNMENT: The meeting adjourned at 5:40 p.m.

Submitted By Kim Hergett