

**LINCOLN LIBRARY BOARD OF TRUSTEES BOARD MEETING
JUNE 22, 2011
MAIN LIBRARY**

Board Present: Mark Denzler, Jennifer Walsh Hammer, Gary Koch, Mike Lelys, Marty Ryan, Anthony Schuering.

Board Absent: Robert Messina.

Staff Present: Nancy Huntley, Director; Lois Morse, Assistant Director.

President Ryan called the meeting to order at 5:02 p.m.

MINUTES: Mr. Lelys made a motion to approve the May 2011 Board minutes. Mr. Schuering seconded the motion. The motion carried.

FINANCIAL REPORT & BILL LIST: The May 2011 reports were reviewed. Several budget lines (1406-Equipment Parts, 1202-Repair Furniture/Equipment, 1204-Repair Real Property) are near or have a zero balance. Director Huntley will check with Elena Mhedzie, Business Office Manager, regarding the nature of the expenses and to verify if a transfer among the lines will be required.

PRESIDENT'S REPORT: Mr. Ryan, Ms. Hammer, and Mr. Schuering recently met with Mayor Houston and Bill Logan, Executive Assistant to the Mayor, and discussed the various needs of the library. The administration is working on filling Board vacancies. Any Board member serving with an expired term should contact Director Huntley to express their desire to be reappointed or not. It is possible the time and day of the Board meeting could change once new members are appointed. Maintenance issues – cleaning, repairs, appearance – were also discussed. Free parking in the library garage will be allowed on Sundays.

DIRECTOR'S REPORT:

Retirement -- Pam Langhoff is retiring on June 30, 2011. She has been with the library since 1979 and currently serves as the Technical Services Manager. Some reorganization of staff and duties has occurred in anticipation of her departure. Paper work has been submitted to Human Resources in hopes of replacing the Manager position with that of a Librarian I.

Sunday Hours – City Council passed the ordinance to fund Sunday hours at the library from October 2, 2011, through April 29, 2012. The hours will be 1 p.m. to 5 p.m.

IPLAR -- The Illinois Public Library Annual Report was reviewed. Financial figures included in the report are based on statistics and un-audited figures from fiscal year 2011. The figures could vary slightly once audited by the city. The Illinois State Library will compile the information submitted by public libraries throughout the state and create a final report that can be used for comparison purposes. (Ms. Hammer's email address will be corrected prior to submission.)

2nd Floor Renovations – Architects are working on bid documents for renovation of the second floor. Plans include new carpet, bathroom fixtures, furniture and, possibly, small meeting rooms. Repairs of the water-damaged walls on each floor are also underway.

West Branch – Several books, especially children's, remain at West Branch. A request for proposal for the purchase of them as a lot is being written by the city's Purchasing Department.

FRIENDS OF LINCOLN LIBRARY: The Friends of Lincoln Library Book Sale was held on June 17 and 18, 2011. Approximately, \$16, 400 was raised. Fiction and children's books did not sell as well as nonfiction. The Friends' President is selling some books on Amazon and raising around \$100 each month for the group.

ILLINOIS HEARTLAND LIBRARY SYSTEM (IHLS): Mr. Schuering attended the IHLS Board of Directors' orientation where the past and future of the library system was discussed. The next meeting of the IHLS Board will be in Effingham on July 5, 2011. Ellen Popit is serving as Interim Director.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

EXECUTIVE SESSION: None.

PUBLIC FORUM: None.

ADJOURNMENT: The meeting adjourned at 5:32 p.m.

Submitted By Kim Hergett