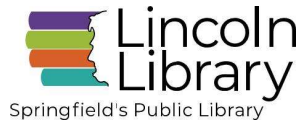


# LINCOLN LIBRARY BOARD OF TRUSTEES MEETING



**January 22, 2025**

**Board Present:** Andre Jordan, President; Helen Cox, Vice-President; Robert Banks; Ann Mares; Mary Mucciante; Marty Ryan; Chris Terry

**Board Absent:** Kathryn Harris

**Staff Present:** Gwen Harrison, Director; Emily Stone, Assistant Director; Denise Fisher, Operations Coordinator; Kimberly McNutt, Librarian I

President Jordan called the meeting to order at 4:45pm.

The Board approved the minutes for the December 2024 meeting.

## **Financial Report:**

- Director Harrison presented the December 2024 financial report with no anomalies.

## **Director's Report:**

### **NEW STAFF AND HIRING**

- Director Harrison introduced SVC Librarian I Kimberly McNutt.
- Library Assistant IV Interviews were conducted Friday, January 17, 2024. A job recommendation has been made to Human Resources.
- There is a Youth Services Library Page position still open.

### **GENERAL UPDATES**

- Director Harrison reviewed Chapter 9 in *Serving Our Public 4.0*

- The 2023 Annual Report was distributed to Board members. Director Harrison presented the Board with some 2024 departmental statistical overviews that will be included in the upcoming Annual Report, which should be completed by spring.
- Director Harrison presented the FY 26 Budget to City Council and reported that things went well. She pointed out that the 12.20% decrease was due to the ARPA money for the elevator being expended.
- The elevator modernization project has been officially completed.
- The Coin-Op machines for the public printers/copiers have arrived but have not been fully installed yet.
- The periodical department has received new shelving which will be assembled shortly.
- Annual Certification as required by the Illinois State Library for library system membership has been completed.
- **Bookmobile**
  - Director Harrison has been assured that the Bookmobile is 99.9999% completed. The vehicle is being undercoated and waiting on a part for the seats (the seat risers were not compatible). The bracket installation should take less than 2 hours. The vehicle is expected to arrive between early February and mid-March.
  - The City Engineer is working on plans to possibly store the Bookmobile on the Library Plaza.
  - Once complete, the Bookmobile will regularly visit all 10 city wards.
- **Grants**
  - Per Capita Grant Application and Per Capita Expenditure Report were submitted to the Illinois State Library.
  - The HUD Grant is still in progress but on schedule.

## EVENTS

- The 50<sup>th</sup> Anniversary of Lincoln Library's current building will be in 2027!
- Director Harrison stated that she will be offering 3 prospective dates for an upcoming Library Board Orientation. She invites everyone interested to attend once a date is agreed upon.
- Director Harrison encouraged Board members to take advantage of trainings and events geared toward Library Board Trustees.
- IHLS Member Day: Oh, the Places you'll grow at – February 12, 2025, 10 AM – 4:30 PM. This day includes a Trustee & Admin track. Registration is free.
- October 14 16, 2025. Save the date: ILA Annual Conference in Rosemont, IL.

**President's Report:** President Jordan stated that he is looking forward to the new year and the excitement coming with the building's 50<sup>th</sup> anniversary.

## **Alliance Report:**

- Director Harrison reported that the December 7<sup>th</sup> Alliance book sale was successful.
- The Alliance hosted Santa Claus in the Youth Services area. He gifted each child who visited with a new book.

**Foundation Business:** The Foundation met before the Board of Trustees meeting. There was nothing to report.

**Unfinished Business:** N/A

**New Business:** N/A

**Building Board of Trustees Meeting Agenda for January 2025:** Due to the resignation of Board Secretary Cristina Cray, The Board will need to vote on someone to fill that office.

**Public Forum:** N/A

**Executive Session:** None

**Adjournment:** Meeting was adjourned at 5:16 pm.