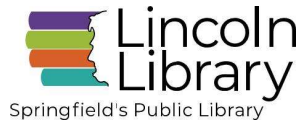


LINCOLN LIBRARY BOARD OF TRUSTEES MEETING



February 26, 2025

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

Board Absent: Andre Jordan, President; Kathryn Harris

Staff Present: Gwen Harrison, Director; Emily Stone, Assistant Director; Stephanie Martin, Sangamon Valley Collection Manager

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

The Board approved the minutes for the January 2025 meeting.

Financial Report:

- Director Harrison presented the January 2025 financial report with no anomalies. She also noted that the Library's FY2026 budget was approved by City Council this week.

Director's Report:

GENERAL UPDATES

- Director Harrison reviewed Chapters 10 and 11 in *Serving Our Public 4.0*.
- The periodicals department has new shelving and a new seating area, resulting in better sightlines for staff and easier access for patrons.
- The North elevator is currently out of service, as a major part failed and must be replaced. We are still working with KONE to get an estimated completion date.
- The Board Orientation held earlier this month for new member Chris Terry was highly productive, and Director Harrison will send out possible future dates for any other trustees who wish to attend a session.

- Board Members were reminded that they must complete Open Meetings Act training within their first 90 days. They are not required to complete the Freedom of Information Act training, but were encouraged to do so.
- The Bookmobile is further delayed, but we hope that it will arrive next month. It will be stored on the Capitol Street side of the library near the book drop when not in use. A removable charging unit will be installed on the outer wall of the library building.

NEW STAFF AND HIRING

- Amy Anderson started as a Library Assistant IV in Youth Services on Monday, February 24th.
- Ma'ayan D'Antonio will start as Librarian I in Youth Services on March 10th.
- There is a Youth Services Library Page position still open.
- Fiscal Officer Matthew Johnson's last day is February 28th.

EVENTS

- Board Members were invited to attend the Library's Black History Month Program, to be held Friday, February 28th from 1-3PM.
- 4 staff members will attend the Reaching Forward South Conference in Effingham on April 4th.
- The Library will host an exhibition created by the Sangamon Experience highlighting 50 years of NPR Illinois. The exhibit will be in place on the first floor of the library from September 2025 through May of 2026.

Vice President's Report: Vice President Cox mentioned that the frieze from the original Carnegie Library is currently housed in the Sign Museum at Ace Sign Company, and she believes it should return to the Library.

Alliance Report:

- Chris Terry will serve as the new Board liaison to the Alliance.
- He reported that the Alliance is currently planning the Summer Book Sale, which will once again be held on the same weekend as the Old Capitol Art Fair and Springfield Pride to maximize foot traffic.

Foundation Business: The Foundation recently received an estate bequest of \$50,000.

Unfinished Business: N/A

New Business:

Sangamon Valley Collection – Collection Development Policy

SVC Manager Stephanie Martin presented a new Collection Development Policy for SVC. The Board approved the new policy, with one wording change; updating “Mission Statement” to “Purpose.”

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

Public Forum: Becky Whitlow noted that the new season of Illinois Libraries Present has started, but that the first event was not listed on Lincoln Library’s events calendar.

Executive Session: None

Adjournment: Meeting was adjourned at 5:28 pm.