

# LINCOLN LIBRARY BOARD OF TRUSTEES MEETING



**April 24, 2024**

**Board Present:** Andre Jordan, President; Helen Cox, Vice-President; Cristina Cray, Secretary; Ann Mares; Mary Mucciante; Geoff Pettys; Marty Ryan

**Board Absent:** Jessica Rubinkowski

**Staff Present:** Gwen Harrison, Director; Denise Fisher, Operations Coordinator; Stephanie Martin, Librarian III; Matt Johnson, Fiscal Officer; Jeff Blazis, Fiscal Officer

President Jordan called the meeting to order at 4:47pm.

The Board approved the minutes for the March 27, 2024 meeting.

**Financial Report:** February and March Financial Reports were presented with no anomalies.

Fiscal Officer Jeff Blazis introduced Matt Johnson who will Lincoln Library's new Fiscal Officer.

## **Director's Report:**

### **General Updates**

- Director Harrison reviewed Chapters 2 and 3 of Serving Our Public 4.0 – Standards for Illinois Libraries.
- Director Harrison led discussion on the Community Survey, its length, and how to disseminate the survey to underserved populations.
- Development of a comprehensive orientation packet / program for incoming Board members was discussed.

- The use of the portal that IHLS developed was strongly encouraged to access information and continued education for Board Members.
- Lincoln Library Statistics – March 2024 28,428 physical items were checked out during the month of March. 2,155 holds were placed in March and 99.7% of holds were filled. 8,581 eBooks were checked out from Libby alone during March. 24,951 articles were viewed in Newsbank (this is the database that includes the SJ-R archive).
- Denise Fisher is mastering the new payroll system – PONOS.
- Makenley Jones, Public Relations Manager plans to have the Lincoln Library monthly electronic newsletter in circulation mid-May 2024.
- The Illinois Public Library Annual Report will be submitted prior to the due date of April 30, 2024. Background: The Illinois State Library is legally required to compile, preserve and publish public library statistical information and to compile the annual report of local public libraries and library systems to the State Librarian. All public libraries are required by statute to prepare an annual report to be submitted to the State Library as a condition of system membership. The deadline to submit the report for Lincoln Library is 60 days after the expiration of the fiscal year.

#### **PROGRAMMING AND EVENTS:**

- A huge thank you to Mayor Buscher for reading at preschool story time Thursday, April 11, 2024. It was well attended and received by all whom were present.
- National Library Week(April 7-April 13, 2024): Outreach Video Celebrating Day Three - <https://www.facebook.com/watch/?v=1157843411829899&ref=sharing>
- Monday, April 8, 2024 an Eclipse Program was hosted by Lincoln Library with over 254 persons in attendance. It was a huge success. A huge thanks to Lilit Lux for preparing for this event and Karey Olson of the Lincoln Home National Historic Site which served as the host site. Lots of pictures were taken.
- April 24, 2024, Director Harrison delivered remarks at the naturalization ceremony at the Abraham Lincoln Presidential Library and Museum.
- Join us for two programs under the umbrella of Civil Civics with Lincoln Library. Hate Crimes and the FBI will be held April 23, 2024 from 6 -7:30 PM, in the Multipurpose Room. Political Polarization will be held April 30, 2024, 6– 7:30 PM in the Multipurpose Room.
- May 3, 2024 – Girl Expo – BOS Center – We will have a booth featuring a craft. 800 – 1200 girls ages K-12 are expected to be in attendance from throughout Illinois. Harriett Tubman will be nearby as well.
- IL Library Presents Kal Penn Tuesday, May 7th at 7 PM. He is an actor, writer, producer and former associate director of the White House Office of Public Engagement. For more information or to register, visit [bit.ly/ILP\\_KalPenn](http://bit.ly/ILP_KalPenn).

- May 15th, Director Harrison will present to the Springfield Westside Rotary Club at noon for a 15 minute talk about the library at The Brick House.
- May 16th, Director Harrison will attend the Illinois Library Association Board meeting.
- May 9th, Director Harrison will present at Chautauqua Academy of Lifelong Learning at 1:00 PM about the library.
- May 17th, Director Harrison will attend Leadership Live from 8 AM – 3:30 PM at the Real Life Church, Springfield, IL.
- May 18th, Lincoln Library will participate in Pride Fest by joining the parade and staffing a booth.
- Two Lincoln Library team members attended the Reaching Forward South Conference held in Collinsville, IL sponsored by the IL Library Association, Friday, April 19, 2024.
- Director Harrison spoke about House Bill 4567 which would amend the criminal code outlining the consequences of threatening public officials or human service providers to include library employees. The Bill is currently on its third reading.
- The ILA conference will be in Peoria this year, October 8<sup>th</sup> – 10<sup>th</sup>. ILA has a pending legislation area on its website.

### **Outreach Services Report**

- 7 Pop-up Libraries; informational table at the Black Wellness Fair sponsored by Springfield Clinic; and on April 24th we will participate in being judges for Illinois History Day.
- The Hispanic Women of Springfield will be hosting a Family Day Event on Sunday, April 28th at the State Museum and we will have a library table there.

### **Sangamon Valley Collection Report**

- SVC staff met with Downtown Springfield Inc.'s new director Carlos Ortega about ways we can partner.
- SVC has started an inventory and rehousing project of its print newspaper collection.
- Sangamon Valley Collection librarian Anna will give a presentation called "Women in Baseball: The All-American Girls Professional Baseball League" about the history of the All-American Girls Professional Baseball League and its ties to Illinois including the Springfield Sallies and local women who played in the league. April 23 6-7pm in Carnegie North.
- Preservation Week April 28-May 4, 2024: Preservation Week inspires action to preserve your collections. We believe that memories and treasures should last a lifetime and beyond, and that these physical and digital materials support both community and cultural identities. Focusing on preservation for a designated week every year raises awareness of the role libraries and other cultural

institutions play in preservation, by sharing information to help make informed decisions that help your collections last for the future. Lincoln Library will post daily preservation tips on our social media, highlight the Sangamon Valley Collection's work to preserve local history, give away preservation bookmarks, and host Bonnie Parr, conservator at the Abraham Lincoln Presidential Library for a presentation about 4 tips for preserving family history materials such as documents, books, and photographs on April 30 from 6-7 in Carnegie North.

- SVC staff will be hosting a Walk with Pride tour of Springfield LGBTQ+ history.

### **President's Report:**

President Jordan stated seeing the elevators completed was nice. He asked Director Harrison if she had heard anything further about Dick Durbin visiting later this year. Director Harrison had no further information about it at this time.

### **Alliance Report:**

- The Lincoln Library Alliance Annual Book Sale will be held on Friday, May 18<sup>th</sup>. It is also the PrideFest and Old State Capitol Art Fair. There will be a bouncy house and Hy-Vee is the food vendor. The Alliance will be selling new tote bags and t-shirts. The Alliance book sale has also partnered with Goodwill who has begun Public Service Announcements advertising the sale.
- The Alliance sponsors the Lincoln Library Staff Institute and funds various library projects. Because of this, the Alliance has a new debit card, which is kept at the library, to make purchasing easier.
- The Alliance supplied staff with treats from Nothing Bundt Cakes last week for National Library Week.

### **Foundation Business:**

The Foundation just met. The funds are good and they are excited to get a new project to fund soon.

### **Unfinished Business:**

Geoff Pettys and Cris Cray have been meeting with Corporation Counsel Greg Moredock about proposed City Code changes. Mr. Moredock would be able to meet with the Board of Trustees to discuss these conversations if we are able to meet at an earlier time next month. He would like talk to everyone at one time so that he can answer questions.

A motion was made to change next month's meeting to 4:30pm. The motion passed unanimously.

**New Business:** None

**Building Board of Trustees Meeting Agenda for May 2024:** None

**Public Forum:** None

**Executive Session:** None

**Adjournment:** Meeting was adjourned at 5:24pm.