

LINCOLN LIBRARY BOARD OF TRUSTEES MEETING



October 22, 2025

Board Present: Andre Jordan, President; Helen Cox, Vice-President; Robert Banks; Kathryn Harris; Marty Ryan

Board Absent: Ann Mares; Chris Terry, Secretary

Staff Present: Gwen Harrison, Director; Emily Stone, Assistant Director; Denise Fisher, Operations Coordinator; Micah Moran, Fiscal Officer

President Jordan called the meeting to order at 4:48pm.

The Board approved the minutes for September 2025.

Financial Report: September 2025 Financial Reports were presented by Fiscal Officer Micah Moran. He stated that the library was right on track for spending.

Director's Report:

GENERAL UPDATES

- Assistant Director Stone reviewed *Illinois Public Library Standards – Collection Management*
- **Statistics (September 2025)**
 - Physical Item Checkouts: 27,834
 - eBook/Streaming Checkouts: 13,832
 - Uses of Public Computers: 1,958
 - Times Lincoln Library App Was Launched: 3,790
 - Print jobs: 2,382 (down 49% from September 2024)
- Assistant Director Stone announced that Baker and Taylor, the library's book vendor, is closing as of January 2026. A RFP (request for proposal) has been submitted to the City of Springfield to acquire a new vendor.
- The 1908 Race Riot Committee is working on next year's partnerships and programming.

- Director Harrison and Adult Services Manager Ryan Kulp attended the RAILS Data pre-conference on 10/13/25.
- Five library team members attended the Illinois Library Association Annual Conference 2025.
- On behalf of NPR's 50th Anniversary, a holiday filming will take place at Lincoln Library on 10/28/25.
- The Lincoln Library Management team will meet on 11/10/25 to review the results of the Strategic Capacity Report with Kirsten Gebhart, Fast Forward Libraries, Inc.
- The Lincoln Library Staff Institute will be held on 1/08/26. Morning Guest Workshop with Amanda Standerfer, Fast Forward Libraries, Inc.
- Members of Lincoln Library Board are invited to meet with Amanda Standerfer, Fast Forward Libraries, to enter discussion regarding the Strategic Plan on 1/10/25.
- The Lincoln Library Staff Holiday Staff Breakfast will be held from 8:30AM – 10AM on December 18, 2025.
- Documents have been received from the Office of Budget and Management to begin crafting the FY 2027 library budget request.
- Director Harrison gave an update on the Extension Services van.
- Library Page applications have been received and interviews will be conducted soon.

PROGRAMMING AND EVENTS

- Sangamon Experience exhibit "Radio That Listens To You: 50 Years of NPR Illinois" on the first floor will be in place through May 2026.
- On 10/14, SVC will host Exploring Your Family Tree: Lincoln Library's online genealogy resources Computer Classroom.
- On 10/16, SVC is partnering with IDNR Springfield Historic Sites for a film series, "History Through Film." We showed Disney's Coco, the Illinois State Museum talked about the Day of the Dead and Stephanie talked about family history research.
- October 24 SVC staff will be attending and presenting at Sangamon Experience's "Digging Deeper: Researching Central Illinois with Local Archives" at UIS.
- The Outreach Team will be participating in Springfield's Halloween Parade.
- The SOS Mobile DMV/IL Sec of State Event for the Community will be held at Lincoln Library on 11/14/25 from 10AM – 2PM.
- The ILA Legislative Meetup – Central Illinois Breakfast will be held on 11/19/25 at the Double Tree by Hilton Hotel Bloomington from 8AM – 10AM. Director Harrison requested that Board Members contact legislators to encourage them to attend.

President's Report: President Jordan thanked everyone for attending. He requested that Deanna Jones attend the next meeting to report on the Bookmobile conference.

Alliance Report: The Lincoln Library Alliance will host a Santa Meet & Greet in Youth Services on December 6th. The Winter Book Sale will be held on December 13th in the Carnegie Room.

Foundation Business: The Foundation voted to allot additional funds for a corrected lift for the Extension Services van.

New Business: None

Unfinished Business: None

Building Board of Trustees Meeting Agenda for December 2025: N/A

Public Forum: None

Executive Session: None

Adjournment: Meeting was adjourned at 5:19pm.