

**ROLL CALL FOR
THE LINCOLN LIBRARY BOARD of TRUSTEES MEETING
Date 12.04.2024**

Meeting called to order 4:48

Meeting adjourned 5:16

(Mark Y for yea and N for nay) **First Motion** **Second Motion**

Vote Results

Attendance		Minutes	Adjourn		
<u>✓</u>	Banks, Robert	<u>✓</u>	<u>✓</u>	<u> </u>	<u> </u>
<u>✓</u>	Cox, Helen	<u>✓</u>	<u>✓</u>	<u> </u>	<u> </u>
<u>✓</u>	Cray, Cristina	<u>✓</u>	<u>✓</u>	<u> </u>	<u> </u>
<u>∅</u>	Harris, Kathryn	<u>∅</u>	<u>∅</u>	<u> </u>	<u> </u>
<u>✓</u>	Jordan, Andre	<u>✓</u>	<u>✓</u>	<u> </u>	<u> </u>
<u>✓</u>	Mares, Ann	<u>✓</u>	<u>✓</u>	<u> </u>	<u> </u>
<u>✓</u>	Mucciante, Mary	<u>✓</u>	<u>✓</u>	<u> </u>	<u> </u>
<u>✓</u>	Ryan, Marty	<u>✓</u>	<u>✓</u>	<u> </u>	<u> </u>
<u>✓</u>	Terry, Chris	<u>✓</u>	<u>✓</u>	<u> </u>	<u> </u>

Staff in Attendance: Gwen Harrison, Director; Emily Stone, Assistant Director; Matt Johnson, Fiscal Officer; DeAnna Jones, Outreach Manager; Allen Horner, Library Assistant IV

LINCOLN LIBRARY BOARD OF TRUSTEES MEETING



December 4, 2024

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

Board Absent: Kathryn Harris

Staff Present: Gwen Harrison, Director; Emily Stone, Assistant Director; Matt Johnson, Fiscal Officer; DeAnna Jones, Outreach Manager; Allen Horner, Library Assistant IV

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

The Board approved the minutes for the October 2024 meeting.

New Board Member Chris Terry was introduced.

Financial Report:

- Matt Johnson presented the October 2024 financial report with no anomalies.
- Director Harrison answered a question that was posed at the last Board of Trustees meeting about how much money was being lost as a result of the nixed grocery sales tax. Director Harrison stated that income generated from the grocery sales tax was put in the City's general revenue fund of which the Library would receive a portion. There was no exact dollar amount that could be given.

Director's Report:

NEW STAFF AND HIRING

- Director Harrison introduced Allen Horner, Library Assistant IV. Mr. Horner is the newest addition to the Outreach team.
- SVC will welcome Librarian I Kimberly McNutt on December 30th.
- Youth Services currently has 3 open positions – Librarian I, Library Assistant IV, and Library Page.

GENERAL UPDATES

- Director Harrison reviewed Chapter 8 in *Serving Our Public 4.0*
- Director Harris reported that she met with OBM to do the first review of the FY26 Budget Proposal.
- Lincoln Library, along with Watts Copy Systems and the Treasurer's Office, is continuing the process of adding Coin Op machines to the public printers/copiers.
- Director Harrison and Amy Rasing, the City's Grant Coordinator, continue to work on the grant from Dick Durbin's Office.
- Forms have been received for the Per Capita Grant.
- Kone will be coming in January to separate the call buttons for the elevators.
- The Bookmobile delivery date has been pushed back to later in December. Staff is still working on a suitable place to park/store the vehicle. Handouts of the interior design and exterior wrap of the bookmobile were provided to Board members for review.
- Director Harrison will be attending to Central Illinois Legislative Breakfast.

PROGRAMMING AND EVENTS

- The City will be hosting a Blood Drive on December 5th in partnership with Lincoln Library.
- The Underground Railroad Exhibit wrapped on November 30th. It enjoyed 29,951 visits.
- The Lincoln Library Staff Holiday Party will be held on December 19th at 9AM. All staff, volunteers, and Board members are invited to attend. Formal invitations will be emailed.

President's Report: President Jordan stated that he would like to see the end-of-year report assembled.

Alliance Report:

- The Alliance will be hosting a book sale on December 7th in Carnegie Room North.
- Santa will be passing out books to children on December 14th in the Youth Services area.

Foundation Business: N/A

Unfinished Business: N/A

New Business: N/A

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

Public Forum: N/A

Executive Session: None

Adjournment: Meeting was adjourned at 5:16 pm.