

LINCOLN LIBRARY BOARD OF TRUSTEES MEETING



December 6, 2023

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

Board Absent: None

Staff Present: Gwen Harrison, Director; Emily Stone, Assistant Director;

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

The Board approved the minutes for the September 27, 2023 meeting. It was noted that there was no meeting in October due to the lack of a quorum.

Director's Report:

General Updates

- The City of Springfield has placed a moratorium on the residency requirement for city employment for a period of one year.
- Director Harrison was contacted by a reporter for her thoughts on Governor Pritzker's 1.6 million dollar investment in the Dolly Parton Imagination Library. Director Harrison stated that *"Getting books in the hands of children as soon as possible is so important."* *"There's no downside."*
- A lobbyist has been hired on behalf of the City of Springfield. She will monitor legislative initiatives that could impact the city, positively or negatively.
- SERVPRO has visited the Sangamon Valley Collection and will be performing mold remediation. Mold has not been discovered on documents within SVC.
- Illinois Heartland Library System has established the iLEAD: Leadership, Empowerment, Access, and Development for public library trustees' web portal. This grant program was funded by the Illinois State Library.

- Lincoln Library will be a partner at the Christmas Around the World: Come Celebrate With Us event held at the 1908 Innovation and Co-working Center,
- The FY2024 Public Library Construction Grant Program (formerly known as the Live & Learn Construction Grant Program) grant applications are due by January 15, 2024.
- The book vending machine has been ordered.
- We have found parking for the Bookmobile. It will be parked at the City's Fleet Garage located at MLK and Capitol. It is patrolled and fenced.
- We are working with the appropriate agencies within the City of Springfield regarding the numbering of rooms and offices at Lincoln Library.
- There are a slew of projects that are being addressed by Building and Maintenance at the Library. These projects include the replacement of ceiling tiles, preparing work spaces for Outreach Team Members, installation of floor outlets, paint touch-ups; securing of windows, and simply maintenance in general.
- Lincoln Library is now a FamilySearch Affiliate Library. FamilySearch is a world leader in family history. This means that our patrons will have greater and more convenient access to the wealth of genealogical resources through FamilySearch. It has over 6 billion searchable names and 2 billion images.
- Assistant Director Stone and Director Harris presented to Chapter BF-PEO about Lincoln Library on November 9th.
- Director Harrison has been invited to host a Kwanzaa Celebration.
- Fishes and Loaves Literacy Center has approached the library about reestablishing a partnership with us.
- The library will be closed December 24th, 25th, and 26th for Christmas and on New Year's Eve and New Year's Day.

Staff and Hiring

- The Librarian I – Outreach position has been hired. (Megan Freeman)
- Security Officer 1 and the PR Division Manager interviews are upcoming.
- The Teen Librarian position is open. Kit Garton left this position November 28th.

Programming

- The Murder Mystery Event was a success.
- There are 2 Civil Civics events scheduled on December 12/9 and 12/13 with a focus on Health Insurance options under the ACA.
- Teen Winter Reading Kick-Off – Cookie Decorating 12/16.
- Youth Services Winter Kick-Off Party will be held 12/21.
- The Co-Lab has scheduled an Open House January 13, 2024.

FY25 Budget

Director Harrison, Assistant Director Stone, and Fiscal Officer Blazis met with Mayor Buscher and the Office of Budget and Management (OBM) Team to review the library's proposed FY25 Budget. The Mayor asked a few questions about some of the line items. Jeff has also been meeting with the Mayor and OBM since our meeting. Our budget will go before City Council January 2025. Our total budget request is for \$6,851,325. This includes the request for 3 additional team members, a Librarian I and 2 Library Assistant IIs. More discussions will be held with the Mayor and OBM. The Mayor will schedule meetings with each alderperson prior to the budget presentations to review all budgets. Alderman Donelan has been appointed as City Council Budget Chair.

Director Harrison was asked if she planned to discuss increasing staffing levels when presenting to Council and doing "one-on-ones". It was pointed out that Assistant Director Stone has a spreadsheet showing comparisons of Lincoln Library staffing levels to other comparable libraries. Director Harrison stated that she had no issue with pointing out the comparisons through the budget process.

Cards for Kids Act

The Cards for Kids Act ensures that all children in Illinois have equal access to public library service. There are two acts that surround this law. PA 101-632 requires public libraries that offer non-resident cards to waive fees for K-12 students living in unincorporated areas who are eligible to receive free or reduced price lunches under the National School Lunch Program. The Cards for Kids Act became law June 5, 2020.

PA 102-0843 took effect May 13, 2022. It expands the Cards for Kids Act by allowing public library boards to adopt regulations waiving nonresident fees for everyone under the age 18, regardless of their financial ability to pay for a nonresident card. While the Cards for Kids Act is a legal requirement, libraries are not required to waive nonresident fees for everyone under the age of 18. PA 102-0843 leaves that choice up to each library.

Currently, we have 31 non-expired juvenile non-residents.

Assistant Director Stone stated that currently all District 186 students receive eCards but not physical use cards. Director Harrison asked that Board Members please consider this information, as we would like the board to vote on adopting this policy at the January 2025 meeting.

President's Report:

President Jordan stated that he was proud of the hard work that the library has been doing. He recognized how festive the library looked and was excited to see the work being done on the elevators.

Alliance Report:

- The Lincoln Library Alliance will be hosting a Book Sale on December 9th.
- The Alliance will be hosting Santa Claus at the library on December 16th. Every child who attends will get a free book. There will be 1000 wrapped books.
- The Alliance has purchased the library a coffee maker and coffee cart.
- The Alliance is also working with Youth Services to find an alternative to the Beanstack app.

Unfinished Business: None

New Business: The Lincoln Library Board of Trustees meeting dates for 2024 were approved.

Public Forum: None

Executive Session: None

Adjournment: Meeting was adjourned at 5:34pm.

**ROLL CALL FOR
THE LINCOLN LIBRARY BOARD OF TRUSTEES SPECIAL MEETING
Date 12.06.23**

Meeting called to order 4:47pm Meeting adjourned 5:32pm

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

Vote Results

| Attendance | Minutes | Meeting Dates | Adjournment | | |
|-------------------------------|----------|---------------|-------------|--|--|
| <u>✓</u> Cox, Helen | <u>✓</u> | <u>✓</u> | <u>✓</u> | | |
| <u>✓</u> Cray, Cristina | <u>✓</u> | <u>✓</u> | <u>✓</u> | | |
| <u>✓</u> Pettys, Geoff | <u>✓</u> | <u>✓</u> | <u>✓</u> | | |
| <u>✓</u> Jordan, Andre | <u>✓</u> | <u>✓</u> | <u>✓</u> | | |
| <u>✓</u> Mares, Ann | <u>✓</u> | <u>✓</u> | <u>✓</u> | | |
| <u>✓</u> Mucciante, Mary | <u>✓</u> | <u>✓</u> | <u>✓</u> | | |
| <u>✓</u> Rubinkowski, Jessica | <u>✓</u> | <u>✓</u> | <u>✓</u> | | |
| <u>✓</u> Ryan, Marty | <u>✓</u> | <u>✓</u> | <u>✓</u> | | |