

MINUTES
Board of Trustees
Edwardsville Public Library

Date: March 26, 2008
Time: 7:00 p.m.
Place: Meeting Room

A. Call to order and roll call of members:

President Robert LaRose called the meeting to order at 7:00 p.m.

Members present:

Gary Denué
Arnold Franke
Robert LaRose
Tonya McDade
JoAnn Nabe
Sharon Whittaker

Absent:

Emily Gates
Kim Harrison
Gloria Zupancia

B. Introduction of guests:

Librarian-Director Deanne W. Holshouser, Reference Services Librarian Judy Thompson

C. Disposition of regular minutes:

Motion by Gary Denué, seconded by Tonya McDade to approve minutes of the Tuesday, February 26, 2008 Board meeting.

Motion carried.

D. Communications:

Deanne received a thank you note from Bob LaRose for the cards and fruit basket he received from the Library.

Deanne received a thank you note from a patron for the scrapbook she won from the weekly prize drawings for Warm Up with a Good Book participants.

The Library received notification that our Per Capita Grant will be \$30,355.88. We should receive the check by the end of April.

The Edwardsville Glen Carbon Chamber of Commerce sent the Library a thank you note for renewing our membership.

E. Committee Reports:

1) Building

Dannix Painters will begin painting the outside of the building in early April.

Country Rose Landscaping will give the Library a bid to pave the areas between the light standards on the walkway leading up to the door of the building. Deanne suggested that we do something functional in those spaces rather than using the pavers as a fundraising project.

The Board concluded that the two bike racks we currently have are sufficient at this time.

2) *Personnel*

Deanne will be doing written evaluations for staff members followed by meetings with staff members during April. Susan, Barb, and Judy will also work on evaluations for staff whom they supervise.

Staff Development Day was extremely successful. A member of the Edwardsville Fire Department gave staff CPR and defibrillator training. A speaker from Oliver Anderson Hospital talked about workplace wellness focusing on topics such as preventive health care, “deskercise,” and managing stress. Staff members created a “Walk of Fame” by writing down other staff members’ special gifts and attributes on cards.

The Personnel Committee will review the job description for the Head of Technical Services position at their next meeting.

3) *Elf Liason*

The Elfs did not have a March meeting. Their next meeting will be Wednesday, April 2nd.

4) *Ad Hoc Committee*

a. Long Range Planning

Fred Schlipf met with many staff members on March 10th. He is writing his report to the Board, and each member will receive a copy. He will then come to a meeting with the Board to discuss the report. Bob LaRose suggested that after the Board reaches a consensus, it will be time to meet with Mayor Niebur and City Administrator Ben Dickmann. Deanne will accompany Fred Schlipf and one of his library school classes on a tour of library buildings in April.

F. Lewis & Clark Report:

JoAnn Nabe reported that Illinois Library Association Lobbying Day is April 10th in Springfield. One current bill of particular interest will increase school per capita grants, which is especially important for smaller schools.

JoAnn passed around a Lewis & Clark Library System Fact Sheet which had a pie chart showing GateNet revenues and expenditures. Our Library pays a substantial share of the pie, and we will pay more next year using the new formula for member libraries’ costs.

Kevin Becker completed the Our Library, Our Choice video, and it is now up on YouTube. He made copies of it for system members to distribute to legislators on ILA Lobbying Day. Kevin will show the video at the next Edwardsville Library Board meeting.

Lewis & Clark Library System Board members heard the first reading of the System's Plan of Service.

G. Librarian-Director Report:

Deanne, Susan, and Kevin attended a meeting about WorldCat Local, which will allow our patrons to see library holdings beyond those in the Lewis & Clark Library System. The product is still under development.

We are looking for a new vendor for downloadable audiobooks.

Kevin and April Hosto are attending the Public Library Association meeting in Minneapolis. They will bring back suggestions for new programs, services, and products.

Deanne reported that we have had a couple of recent instances where adult patrons have been sitting in the Youth Services Department although they have not had a child with them. We want children and families to feel comfortable in that area, so we have asked them to move to the adult area or, if possible, offered them space in the Conference Room. Some patrons have been offended by these requests. Deanne is planning to post this "policy" in the Youth Services' Department.

The Library has purchased an advertisement in the Chamber of Commerce's new Glen/Ed map.

H. Finance Committee:

Motion by Tonya McDade, seconded by Arnold Franke to approve the bills prepaid by the City Clerk in the amount of \$48,225.74.

Roll call:

Denué – yes

Franke – yes

McDade – yes

Nabe – yes

Whittaker – yes

LaRose – yes

Motion carried.

Motion by Gary Denué, seconded by Tonya McDade to approve the bills to the City Clerk in the amount of \$25,422.30.

Roll call:

Denué – yes

Franke – yes
McDade – yes
Nabe - yes
Whittaker – yes
LaRose – yes
Motion carried.

Deanne reported that we received 99% of our share of the property tax revenue, which is higher than usual.

The current year's expenditures are on track. We have some additional funds because of the insurance company's cash settlement with us for water damaged books. Not all of the insurance settlement will be spent this year due to space constraints in the building.

I. Unfinished Business

Both the Esic YMCA and First Clover Leaf Bank on Rte. 157 have offered to serve as locations for library book drops. Each has its special advantages: First Clover Leaf has a place for a drive-up book drop, and the Esic YMCA has a lot of foot traffic going by the door as a result of preschool programs, classes, and its recreational facilities. Bob LaRose suggested that having book drops at both locations would be a nice balance to the two book drops on the other side of town.

Motion by Sharon Whittaker, seconded by Gary Denué, to purchase and install two book drops for a total cost not to exceed \$6,000.00

Roll Call:

Denué – yes
Franke – yes
McDade – yes
Nabe – yes
Whittaker – yes
LaRose – yes

The Library is going to postpone offering curbside delivery at this time due to concerns about adequate parking.

J. New Business:

The Madison County Clerk has sent a Statement of Economic Interest to Library Board members. Board members will sign the statements and return them to the County Clerk.

K. Adjournment:

The meeting was adjourned at 7:50 p.m.