

MINUTES
Board of Trustees
Edwardsville Public Library

Date: October 26, 2011
Time: 7:00 p.m.
Place: Meeting Room

Call to order and roll call of members:

Vice President Pete Fornof called the meeting to order at 7:00 p.m.

Members present:

Gary Denué
Pete Fornof
Emily Gates
JoAnn Nabe
Francie Powell
Sharon Whittaker
Gloria Zupanci

Absent:

Kim Harrison
Robert LaRose

A. Introduction of guests:

Librarian-Director Deanne W. Holshouser, Assistant-Director Susan Carr

B. Disposition of regular minutes:

Motion by Sharon Whittaker, seconded by Gary Denué to approve the minutes of the Wednesday, September 28, 2011 Board meeting.

Motion carried.

C. Communications:

Deanne received a thank you note from Glennie Lanning regarding the Thank You lunch given for the Carnegie volunteers on Saturday, October 15th.

Jeanne Reser sent an email through the Library webpage praising the *Focus on Financial Aid* program as being very informative. She praised the Library for its good work.

The Library received a thank you from Cheryl Watson, secretary to Mayor Niebur, for a library donation to hospice in memory of her husband. The Hospice of Southern Illinois also sent a thank you letter.

The Jacoby Art Center wrote and thanked the Library for its donation of \$25.00 to ArtEast.

Deanne shared a photo of herself and Susan with Congressman John Shimkus in the Edwardsville Glen Carbon Chamber of Commerce publication "Common Ground."

Deanne received a letter from the Intelligencer's Managing Editor, Carl Green. He discussed the issue of promoting movies shown at the Library without publishing the name of the movie in the newspaper, as stipulated by our contract with the movie vendors.

D. Committee Reports:

1) Personnel

Deanne reported that Mason Schaefer has been hired to work in the Youth department.

Deanne informed the Board that the amendment to the EPL policy manual passed at the September 28, 2011 Board meeting now appears in the EPL policy manual.

2) Building

Dead bolt locks have been installed on the downstairs restroom doors. There has been one patron complaint about the doors being locked.

The Youth Services north east exit door has had an alarm installed.

A patron, Ann Slate, fell outside the Library as she tripped on uneven pavement and brickwork. Country Rose Landscape has re-laid the paving stones to fix the problem. They will also remove some dead bushes on the northwest side of the building.

The air conditioning is scheduled to be turned off, and the heat turned on.

E. Finance:

Motion by Emily Gates, seconded by Gary Denué to approve the prepaid bills in the amount of \$57,165.65.

Roll call:

Denué – yes

Gates – yes

Nabe – yes

Powell – yes

Whittaker – yes

Zupanci – yes

Fornof – yes

Motion carried.

Motion by Emily Gates, seconded by JoAnn Nabe to approve the bills to the City Clerk in the amount of \$15,577.65.

Roll call:

Denué – yes

Gates – yes

Nabe – yes

Powell – yes

Whittaker – yes

Zupanci – yes

Fornof – yes

Motion carried.

Deanne reported that the FY 2011-2012 tax levy request has been submitted to the City.

F. Elf Report:

Sharon reported that the newsletter is coming out soon, in regular mail and email form. The 2 for 1 sale will continue through October. Donations for MEHS will be taken in December. Free gift wrapping by Elf volunteers is being planned for December at the Library. Donations for the service will be accepted. They are looking for other venues for other “wrapping events.” Sharon spoke of the Thank You luncheon for the Elf volunteers as being lovely and entertaining. The volunteers made fascinator hats and modeled them after lunch was served.

The Elfs are funding the Witches Brew this year, as well as prizes for the Photo Contest at the Library. They also purchased a microwave for Carnegie’s. The Elfs donated \$500 to a small library in Parker, AZ, which is struggling to stay open and offer services to its patrons.

The next Elf board meeting will be held Wednesday, November 2nd.

G. IHLS Report:

Deanne reported that she, Susan and Amanda Endicott will attend demo sessions of library automation software in Effingham over the next few weeks. The consortium is working towards having a unified platform for its members.

Chris Dawdy was hired as the new Gatenet Manager.

Deanne reported that Champaign Public Library has been suspended from the IHLS.

H. Librarian-Director’s Report:

Deanne has contacted Minuteman Press for a quote to publish our newsletter.

Deanne is working on the logistics of having Charter install a new data line for our internet service. In response to the question by Emily Gates, Deanne responded that the additional cost for this new service is necessary to effectively serve patrons. Online databases and materials expenditures will be reevaluated to offset this expenditure.

The next Board meeting will be held Wednesday November 30th. There will be no meeting in December.

I. Unfinished Business:

The logistics of downloading books to a Kindle ebook device through the Library's Overdrive service was discussed.

J. New Business:

None.

K. Adjournment:

The meeting was adjourned by Vice President Pete Fornof at 8:10 p.m.