

LINCOLN PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES MEETING

March 16, 2023
620 Broadway St.

PRESENT: Keith Leesman, Susan Rohrer, John Aton, Roger Michalsen, Thomas Zwilling

ALSO PRESENT: Mike Starasta, Caroline Kiest, April Jensen

1. CALL TO ORDER: Zwilling called the Lincoln Public Library District Board of Trustees Meeting for March 16, 2023 at 5:35 pm.

2. ADDITIONS TO THE AGENDA: Aton reads the Lincoln Public Library Board of Trustees oath.

Sheri Bay arrives at 5:37 pm.

3. EXECUTIVE SESSION – Including 5 ILCS 120/02(c)(1) and/or (6): moved to the end of the meeting.

4. PUBLIC COMMENTS: None

5. APPROVAL OF MINUTES/CORRECTIONS: Rohrer inquiries about the Library furniture in the Beltone area. Starasta said it hasn't been done yet. Rohrer asked for a motion to accept the Lincoln Public Library Board Meeting Minutes for February 16, 2023. Leesman seconded. Motion carried 6 – 0.

6. NEW BUSINESS

a. Monthly financial reports: Zwilling asked if the revenue and expenditures change month to month. Aton inquires if the FDIC will cover library funds over the limit. Leesman suggests Starasta to talk to Abbott Accounting about the library funds. Leesman asked for a motion to accept the Monthly financial reports for February 28, 2023. Bay seconded. Motion carried 6 – 0.

b. Report from April: Bay asked Jensen why Decatur pulled out of the digital consortium and went with Hoopla. Jensen said other libraries were shocked. Jensen said hopefully the library will get more content.

c. Report from Donna: Zwilling asked what conference Cunningham was attending. Starasta said Cunningham is attending a Youth Services conference.

d. Report from Caroline: Zwilling asked Kiest about attending the IHLS cataloging session. Kiest said to learn more about the details of cataloging.

7. NEW BUSINESS

- a. **Roof update:** Starasta gives the Board members a copy of the Roofing Assoc. contract. Starasta reads the warranty from Roofing Assoc.: 20 year warranty, no dollar limit and 72 mile per hour wind limit.
- b. **Dress code:** Starasta passed out the dress code policy to the Board members. Rohrer asked about the T-shirt code. Starasta will clarify it for the next meeting. Jensen said her department follows the dress code. Starasta will change brief attire to casual. Zwilling said the jeans should be a singular color. Leesman said the Director could change the dress code in an emergency situation. Jensen asked if the staff could wear literary T-shirts on Thursdays and Fridays. Jensen discusses footwear and sandals should have strap on the back.
- c. **Grants:** Starasta said he submitted grant paperwork to the city of Lincoln but hasn't heard anything back. Starasta said Eaton Corp.' grant is for \$2,000.00. Gladys Brooks grant is the range from 100,000.00 to 150,000.00. Zwilling asked if the amount is for one library. Rohrer asked if there is a deadline for the grants. Starasta said the grants from the state of Illinois are done in stages. Starasta said the Woods Foundation grants don't give money for capital improvements. Rohrer suggest Starasta to contact Blinn Bates about the Woods Foundation grants.
- d. **Misc.:** Rohrer asked Starasta about the Food Pantry drive. Michalsen talks about other organizations gather food and delivery the food to the food pantry.

8. DIRECTOR'S REPORT

- a. **April Meeting Date:** Starasta talks about the Rotary's Centennial Celebration being held on April 20, 2023 and Starasta and Leesman are members need to attend the celebration. Starasta inquiries about changing the Lincoln Public Library Board of Trustees meeting from April 20th to April 27th. Leesman suggests April 13th. Kiest said she will be on vacation April 27th. Bay asked for a motion to change the Lincoln Public Library Board of Trustees meeting to April 27, 2023. Rohrer seconded. Motion carried 6 – 0.
- b. **Carnegie Work Station:** Starasta talks about the IMac desktop anonymously donated. Starasta said the desktop will work more a work station for patrons to use Canva and other programs. The patrons will check out the wireless Keyboard and mouse. Starasta said the library might get a 3D printer.
- c. **Misc.:** Starasta talks about the Illinois paid leave legislation. Starasta said IHLS told the libraries not to act on it yet. Starasta passed out the information about the paid leave to the Board members. Starasta talks about the censorship legislation bill for libraries. Starasta gives the information to the Board members about the ALA policy on censorship. Starasta will change the wording in the Library's

policy. Leesman recommend the Library should have special recognition plaque or ornament for patrons who give a significant donation. Rohrer asks Starasta how often does the Library get donations. Starasta says we get memorial book donations. Rohrer suggests the Library have Gala for fundraiser.

EXECUTIVE SESSION: Leesman asked for a motion to go into Executive Session. Zwilling seconded. Motion carried 6 – 0.

Kiest and Jensen leave at 6:40 pm

EXECUTIVE SESSION: Bay asked for a motion to leave Executive Session. Zwilling seconded. Motion carried 6 – 0.

Rohrer asked for a motion to approve a pay raise for Donna Cunningham. Leesman seconded Motion carried 6 – 0.

9. ADJOURNMENT: Bay asked for a motion to adjourn the Lincoln Public Library Board of Trustees Meeting for March 16, 2023. Aton seconded. Motion carried 6 – 0.

Meeting ended 6:55 pm

Respectively Submitted,

Caroline Kiest
Recording Secretary