

**LINCOLN PUBLIC LIBRARY
BOARD OF TRUSTEES
MEETING**

April 15, 2021

PRESENT: Stu Churchill, Keith Leesman, Susan Rohrer, Thomas Zwilling, Libby Anderson

ALSO PRESENT: Mike Starasta, Caroline Kiest, April Jensen, Donna Cunningham

1. CALL TO ORDER: Churchill calls the meeting to order at 5:35 pm.

2. ADDITIONS TO THE AGENDA: Leesman asked for recognition for Board members Churchill and Xamis under old business.

4. PUBLIC COMMENTS: None

5. APPROVAL OF THE MINUTES: Leesman asked for a motion to approve Library Board Minutes for March 18, 2021. Zwilling seconded. Motion carried 5 – 0.

6. OLD BUSINESS/FEEDBACK AND FOLLOW- UP

a. Tile work: Churchill inquired if Starasta heard from Ackerman. Starasta said no. Jensen Said Ackerman got insurance.

b. Annex construction: Starasta said Knecht cut out the door for interior Annex door. Churchill asked about the ceiling tiles. Starasta said no work done yet. Leesman asked Starasta if Beltone knows about the construction being done in the building. Starasta Said yes.

7. DIRECTOR'S REPORT

a. Standards for Illinois Public Libraries: Starasta hands out a sheet to the Library Board members.

b. New Board Member Packet: Starasta said he is updating the new Library Board Member packet. Churchill said he will bring his packet in. Rohrer asked if the election results have to be certified by the Courthouse. Leesman asked about filling the vacant position for the Library Board. Starasta recommended Elaine Knight for the position. Rohrer asked Starasta to check with the Courthouse about the election certification.

c. Microfilming: Starasta and Kiest are looking at vendors for microfilming the Lincoln Courier Newspaper. Starasta talked about digitizing the newspaper. Kiest said to digitize Newspaper, you need to get permission from the publisher. Starasta applied for Digital archival scholarship webinar. Rohrer asked for the next meeting to get the

cost of new microfilm reader machines. Leesman said keeping the machines and fixing the electrical wiring.

d. IMRF designation: Starasta said IMRF called to say there needs to be a new contact person because Sumrall retired. Rohrer asked for a motion to appoint Starasta contact person for IMRF. Anderson seconded. Motion carried 5 -0. Churchill said there needs to be a new person to sign checks. Leesman said he will be the person to sign checks. Leesman asked Starasta to check with the Bank on who is on the signature card for the checking Account.

e. Misc.: Leesman asked about having Cunningham's evaluation in Executive Session.

8. NEW BUSINESS

a. Monthly Financial Reports: Leesman asked for a motion to accept the March Financial reports. Anderson seconded. Motion carried 5 – 0.

b. Report from April: Jensen asked if the Board had any questions about her report. Leesman asked Jensen about the Logan County Health Department about the employees being vaccinated. Leesman asked about the job Interviews. Jensen said Rebecca Kirk will be leaving May 15, Deb Owens April 30. Jensen said 4 people were interviewed. Tony DiPascale will start on April 26, Elaine Humbert on May 3, and Ana Sielaff on May 10. Zwilling asked about RB Digital. Jensen said the one option for e-magazines was too costly. Zwilling said there won't be any e-magazines. Jensen said not for this coming fiscal year. Leesman asked about Rebecca Kirk and Deb Owens. Jensen said Rebecca Kirk for 5 years and Deb Owens for 6 years. Jensen said IHLS is no longer quarantining books and the Library is now only quarantining library books for 3 days.

c. Report from Donna: Cunningham asked the Board if they have any questions her report. Anderson was impressed about the celebrity readers. Anderson recommended Dan Dugan from Tae Kwon Do studio. Cunningham said May 24th for Summer Reading Program sign up, June 10th starts story and Toddler time. Cunningham will contact Logan County to use Latham Park for Thursday programs. Cunningham shows the Board the new Summer Reading T-shirt design. Cunningham got a shaved ice truck for August 21st. Silly Safaris on July 22 and story and toddler time throughout summer Reading Program. Rohrer asked if Cunningham has contacted the schools. Cunningham said she sent letters out but it is difficult to get into the schools because of COVID.

d. Report from Caroline: Kiest asked the Board if they have any questions about her report. Kiest asked the Board about having the Library book sale over several days during Balloon Festival.

Anderson has been overseeing the Library Board email account and would like another Board member to take it over.

Leesman proposes a resolution for Churchill who has been on the Library Board for 16 years and Jeannie Xamis 3 years. Leesman asked for motion for a resolution dedicated service for Churchill and Xamis. Luncheon served in their honor. Rohrer seconded. Motion carried 5 - 0.

3. EXECUTIVE SESSION – Including 5 ILCS 120/02(c)(1) and /or (6)

Zwilling asked for a motion to go into Executive Session. Anderson seconded. Motion Carried 5 – 0.

9. ADJOURNMENT

Meeting adjourned at 6:30 pm.