

LINCOLN PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES

August 17, 2023
620 Broadway Street

PRESENT: Keith Leesman, Susan Rohrer, John Aton, Roger Michalsen, Thomas Zwilling
ALSO PRESENT: Mike Starasta, Caroline Kiest, Donna Cunningham.

1. CALL TO ORDER: Leesman call the Lincoln Public Library Board of Trustee Meeting for August 17, 2023 at 5:30 pm.

2. ADDITIONS TO THE AGENDA: Aton asked for a motion to elect acting Library Board of Trustees. Zwilling seconded. Motion carried 5 – 0. Fiscal year July 2023- July 2024: President; Keith Leesman, Vice President: Tim Bacus, Treasurer: Susan Rohrer, Secretary Roger Michalsen. Zwilling asked when Sheri Bay and John Aton into the offices. It was determined Bay will be Treasurer in 2024 and Aton will be Treasurer in 2025

3. EXECUTIVE SESSION – Including 5 ILCS 120/02(c) (1) and/or (6): None

Sherri Bay arrived at 5:37 pm.

4. PUBLIC COMMENTS: None

5. APPROVAL OF THE MINUTES/CORRECTIONS: Zwilling questioned the word agreed in April Jensen’s resignation. Starasta will make the correction. Rohrer asked for a motion to accept the Library Board Meeting Minutes from June 27 and July 20 with corrections. Zwilling seconded. Motion carried 6 – 0.

6. NEW BUSINESS:

a) Monthly financial reports: Leesman asked about Roofing Associates payment of \$136,000.00. Leesman asked about \$10,021.00 under membership. Starasta said the payment is for the year OCLC membership. Leesman inquired about \$4,137.00. Kiest said the money went to put in a new alarm box for the Carnegie Building. Zwilling asked a motion to accept the Financial Reports, July 31, 2023. Bay seconded. Motion carried 6 – 0.

b) Report from Donna: Cunningham said they are busy withdrawing books. Cunningham said the Summer Reading Program was successful despite the circumstances. Cunningham paid for Pizza for the entire staff thanking them for helping with the Summer Reading Program. Starasta will buy donuts for the staff as a thank you from the Board putting up with the Annex Building being closed because of the roof.

c) Report from Caroline: Kiest talks about getting volunteers for the book sale.

7. OLD BUSINESS/FEEDBACK AND FOLLOW-UP

- a) **Budget Vote:** Starasta asks the Board if there are any questions about the Budget for the 2024-2025 fiscal year. Aton asked for a motion to accept the Budget 2024-2025 fiscal year. Rohrer seconded. Motion carried 6 – 0.
- b) **Roof Update:** Leesman asked if the inside leaks in the community room got fixed. Starasta said yes. Rohrer inquired about the guarantee on the roof Starasta said the guarantee covers 72 hour mile winds.
- c) **Book sale:** previously discussed.
- d) **Decennial Committee:** Rohrer asked about the ‘counts ‘on staff use. Starasta reported that those will begin Monday. Zwilling asked for a motion to accept the Decennial Committee Meeting Minutes, August 10, 2023. Bay seconded. Motion carried 6 – 0.
- e) **Misc.:** None

8. DIRECTOR’S REPORT

- a) **New Employees:** Jessalyn Ummel starts Monday, August 21, 2023 as Circulation Manager. Nichole Etcheson will move to full time position, Circulation Clerk. To welcome both Jessalyn and Nichole, Starasta will be taking them to lunch also putting an announcement on Social media.
- b) **Computers:** Starasta said Lazerware Computers came by the Library to access the Library needs and will put a bid in. Two nearby libraries had reported to Starasta their success using the system. They rent/sell the computers and maintain the hardware. Bay inquired if the Library can get grants for the computers. Starasta offered that our budget of ‘undesignated funds’ is a problem in receiving the grant.
- c) **Internet issues:** Starasta discussed the internet problems. Nextlink did finally fix the problems on Tuesday. Rohrer said Roofing Associates should pay for the internet problems.
- d) **Pink Shutter:** Starasta talked about Pink Shutter closing their store and not moving next to the Annex Building.
- e) **Non-Residence Fees:** Starasta said the Library Board needs to vote on the rate increase for non-resident cards. Leesman asked if the non-resident library card rate is based on taxes. Michalsen asked for a motion to table the non-resident library card fee until next Library Board Meeting. Zwilling seconded. Motion carried 6 – 0.

Starasta has the Budget Ordinance for the Library Board Present and Secretary to sign

9. ADJOURNMENT: Zwilling asked for a motion to adjourn the Lincoln Public Library Board of Trustees Meeting, August 17, 2023. Aton seconded. Motion carried 6 – 0.
Meeting ended: 6:20 pm

Respectively Submitted,

Caroline Kiest
Recording Secretary