

LINCOLN PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING AGENDA

March 21, 2024

I. Call to Order: The Meeting was called to order by President Keith Leesamn at 5:30.

PRESENT: Keith Leesman, Susan Rohrer, Kathy Papesch, Ed Jeffries and Roger Michalsen

Absent: John Aton and Thomas Zwilling

Also Attending: Library Director, Mike Starasta, Donna Cunningham and Caroline Kiest

II. Additions to the Agenda:

a. Under 'Old Business': Evaluation Forms

b. Executive
Session

III. Executive Session...To be held at the 'end of the Agenda'

IV. No Public Comments

V. Approval of the Minutes...

- a. Add SUSAN ROHRER to the Attendance as 'Present'
- b. Spelling Issue: Change spelling to: ED JEFFRIES
- c. Motion approve the Minutes as CORRECTED by Rohrer; 2nd by Jeffries Motion Carried

VI. New Business

a. Monthly Financial Reports

- 1. There was no contact from Abbots
- 2. Mr. Leesman suggested we meet with Abbots
- 3. Mr. Leesman reported that \$198,000 is remaining for the Fiscal year - 4 months
- 4. Ms Rohrer asked 'What will Abbots tell us? Leesman: Is there enough for 4 months?
- 5. Mr. Starasta offered...We have enough IF there isn't another catastrophe.
- 6. Ms Papesch 'asked' if Mr. Starasta develops the budget and if Abbott oversees.
- 7. Mr. Leesman offered: we should look at a past history...not in this report. He added an easier to understand report would help.
- 8. Member Papesch offered that she would like to participate in the Abbotts meeting.
- 9. Pres. Leesman said that p. 19 was the easiest to understand the various funds.

10. Member Papesh said she would like to see the end of the year report for last year.

Caroline reported the report exists: at the Carnegie.

11. Rohrer made a motion to approve the Financial Reports. Seconded by Papesh.

Motion Carried.

b. Report from Donna

1. Emily's Story Time has been well attended...63 Through the end of April

2. Open Position...

- a. Four to five applicants thus far...Several picked up this week
- b. She will contact applicants to try to set up interviews .
- c. NEXT WEEK: Interviews...Tuesday/ Wednesday
- d. The 'new desk' was moved but it may not work...height is an issue.

c. Caroline's Report

- 1. Nicole does the 'color coded' report.
- 2. Interlibrary Loan
- increase 3. 'Winter Reading Program' 66 Participated Lincoln Daily News pleased 4.
- 'We had positive comments on the Winter Reading Program and also the Langston

Hughes and 'Fossil Presentation'.

VII. Old Business / Feedback / Follow Up

- 1. Grayco was contacted Monday; Drew Blade hoped that a report could be sent before the meeting... Mr. Starasta said that the report was not received.
- 2. Sesquicentennial
 - a. Ron Keller indicated that he was not interested (Lincoln City history not his forte).
 - b. Leigh Hensen was suggested...Mr. Leesman said his cousin may not come from out of state.
 - c. Ashley (Carnegie employee) is very interested and will attend the next meeting.
 - d. Keith Leesman created an outline (INCLUDE THE OUTLINE WITH THESE MINUTES)

1. Include the 3 Main ideas stressed by Mr. Starasta.

- a. Awareness of the Library's role in the community
- b. Educate about the resources at the Library
- c. Celebrate and build awareness about Library's relevance

2. Music Contacts...

- a. Presbyterian Church's Lord Remmert
- b. Springfield's Diane Dietz
- c. Classical Musicians
 - 1. Pres. Leesman said that Mr. Zwilling was aware of 2 Chamber music groups... Mr. Zwilling not in attendance
 - 2. Tim Searby was contacted told Ms. Rohrer that the LAMS group of Mt. Pulaski should be contacted.

d. Budget in Mind?

Mr. Starasta suggested that we need to have a conclusion on WHAT we are

going to do before we can think about a budget to spend.

e. Mr. Jeffries asked about the 501c3 reported that he had some experience with

501c3 and they were Difficult' with record keeping and for tax purposes

f. The 'Friends of the Library'...

1. This groupe used to exist but preceded Mr. Starasta
2. The group did exist under Mr. Summerral
3. IF people are just volunteering...no 501c3 needed
4. IF people just wanted to donate to the Library...no 501c3 needed

g. 'New Group': "Renewing Lincoln" growing in the city

1. The Group is interested in turning Lincoln around...

- a. New 'activities': *Haunted Lincoln Tour*?
- b. Businesses?
- c. Pastor Adam Quine a participant

2. Mr; Starasta -through Facebook got some responses

VIII. Director's Report

a. Position / Rental postings

1. No inquires thus far for the rental space
2. Possibly posting a 'For Rent Sign' with a phone number
3. A Facebook post was also suggested

b. Energy Provider

1. The Carnegie and the Annex are listed separately.
2. The listing is adjusted and they are not listed as one entity

c. Grants

1. Mr. Starasta has been seeking grants.
2. 'Sisters in Crime' offers a grant IF...

- a. The Library has their books on the shelf... We do
- b. If selected, they offer \$500 to purchase books

3. Carnegie Grants are available...

- a. Not for construction
- b. Only 'programing'
- c. It was suggested that IF we got the programming grant; we could 'reallocate' 'other' funds for the repair.
- d. An amount for sesquicentennial programming maybe?
- e. Lincoln Historical Committee could be a source for repair money

III. Executive Session

1. Entered Executive Session by Motion Rohrer 2nd by Jeffries Motion carried 6:10PM

2. Topid: 5ILCs 120/02 c (1) and or 6 (Employee Evaluations / Raises)

- a. Evaluations of Donna Cunningham and Caroline Kiest EXCELLENT

b. Mr. Starasta recommended raises for both.

3. Motion to come out of Executive Session by Michalsen 2nd by Rohrer.

Motion carried at 6: 52.

Motion by Ms. Rohrer to give a 13.158% raise to Donna Cunningham and

Also to Caroline Kiest. Seconded by Mr. Jeffries. Motion carried.

Ms. Papesh asked about the 'training' email. Mr. Starasta said he would resend the

Email on FOIA Training.

Motion to Adjourn by Mr. Jeffries; second by Ms. Papesh. Motion carried.

Adjourned at 6:55.

1. Mr. Starasta reported about Grayco... Call from Abbot on Monday; They said a. A call from GRAYCO was received on Monday b.Drew Blade, the Grayco rep., said he hoped to call before tonight's meeting. c. Mr. Starasta reported that he did not receive a call/report as yet.

2.

3. Someone in the 'recent past' had done some caulking/sealant repair work.

4. In the process of the repair, he said that further problems could be discovered.

5. Mr. Blade will confer with his associates and get back to us.

6. On the Annex Roof Project, Grayco assisted with writing the Bid Specs., advertising the perspective job, assessing the bids given and inspection of the final project.

7. We will await his return with the next steps.

8. Mr. Leesman remarked that he thought that Gene Rohlfs had done previous repairs.
9. Mr. Starasta offered that Grayco's bill for the Annex roof project was about \$17,000.

4. Ideas concerning the Sesquicentennial...

1. Mr. Starasta presented the Board with a list of possible activities and Three Criteria

he would like to use to evaluate the value of the various activities.

- a. 'Awareness of the role the Library continues to play in the community.
- b. Educate the community about the resources available at the Library.
 - c. To build awareness of the relevance of the Library in the 21st Century.

2. Various Activities discussed...

a. Carnegie Lecture Series

1. Get people into the Carnegie Library...
 2. Be selective on the topics.....Richard Summeral source
- b. Name the Annex Contest
 1. A plaque by the door states ? 's Estate helped pay for the project.
 2. Patrons vote with the Board having come control to delete some . . . suggestions

c. 'Author Chats': Fits all three categories...could be done post celebration

d. Display 'Early Rare

1. Books' Some public access is available now... Coal Mining Statistics books were found.
2. In the attic, 19th Century

e. Early Lincoln/Logan County Families

1. Be sure there is a tie to the Library...
2. Genealogical Resources: Bill Donath, Diane Osborne

f. 'Evening at the Carnegie'... How to tie into the Three Goals?

1. Use a 'Brochure'.

2. Emphasis on who was Andrew Carnegie and Judge

3. A

'picture show' highlighting the building's features was suggested.

4. Using some musicians for entertainment was suggested.

5. 'Other remarks' about what to include... Bookcases in the attic,
artifacts in the building, Music genres from the various

decades

g. Ice Cream Social

1. Top Hat Creamery was suggested as the provider...with the Library paying the bill for the ice cream.
2. Gary Davis Barber Shop Quartet for entertainment...
3. If this is in June...Use this to Kick off the Summer Reading Program

PUBLICITY...

1. Via Facebook, on-line newspapers, radio...
2. Get a 'BANNER' to display/advertise
 - a. Lincoln Printers
 - b. Hot Frog for a banner source
3. 'Friends of the Library' Committee...
 - a. Become a friend of the Carnegie 'Party': informational and for Sesquicentennial
 - b. Mr. Starasta brought up 501C3 concerns...
 - c. PUBLISH THE NAMES OF THOSE WHO HELP for appreciation.

NEXT MEETING: MARCH 28 5:30

FURTHER IDEAS...

CARNEGIE LECTURE SERIES: Ron Keller, Bill Gossett, Bill Donath...

Early Lincoln/Logan County Families: SUSAN ROHRER

RARE BOOKS: MIKE AND CAROLINE

CARNEGIE TOUR: MIKE WILL PUT SCRIPT TOGETHER

EVENING AT THE CARNEGIE: SUSAN ROHRER will contact TIM SEARBY

String Quartet? Barbershop Quartet? Ice Cream Social? Kick off Summer Reading

ADJOURN: 6:50