

Meeting of Library Trustees
of
Central Citizens' Library District
1134 E. 3100 North Rd., Suite C
Clifton, IL 60927
March 16, 2023
6:00 PM

I. Call Meeting to Order and Roll Call

President Robert Lemenager called the regular meeting of Central Citizens' Library District to order at 6:00 P. M. with the following Trustees present: Karen Alexander, Ann Blasey, Scott Senffner, Lavonne Gillespie, Sharron Kreider, Robert Lemenager & Wanda Thompson. Also present was Tahlia Guimond, Casey Bronson & Sarah Schoon.

II. Approval of Minutes

Sharron Kreider made the motion, seconded by Ann Blasey, to approve the February minutes. Discussion. Vote: Aye all. Motion carried.

III. Reading and Allowance of Bills

Wanda Thompson made the motion, seconded by Karen Alexander, to approve the listed bills totaling \$15,801.25 and to accept deposits totaling \$115.40. Discussion. Vote: Roll Call Vote: Karen Alexander, yes; Ann Blasey, yes; Lavonne Gillespie, yes; Sharron Kreider, yes; Robert Lemenager, yes; Scott Senffner, yes, and Wanda Thompson, yes. Motion carried.

IV. Treasurer's Report

- Treasurer Scott Senffner reported that our balance on hand is \$382,474.82 in our checking and passbook accounts. Karen Alexander made the motion, seconded by Sharron Kreider to approve the treasurer's report. Discussion. Vote: Aye all. Motion carried.

V. Opportunity for Public Input

VI. Communications and Reports

We received the following communications:

- Director
 - o Attended meetings: Casey & I met to get her set up Strategic Planning sessions #2 & #3
 - o Intergovernmental Agreement meeting Simply Reports "how to" Zoom
 - o IHLS School Representative Leah Gregory Came for a visit
 - o Preparing April Calendar of events/info
 - o Sorting through file cabinets in the Director's office
 - o Website: collecting information and photos
 - o Databases: Updating our information and links
 - o 2 new patron computers have been installed.
 - o Taught 7th graders about database researching tools (3 classes).
 - o Held a Staff Meeting.
 - o Received Large print order to fulfill the Norton family donation
 - o Picked up a "Tree" display from Gibson City Library -free
- Staff Projects
 - o Homes School Helpers kits: Sharon has 13 done!
 - o Mary Ann: heading up the processing of the CCLD Perma Bound order
 - o "Blind Date with a book" set up
 - o Volunteer help to label Homeschool Helper kits – Ann Blasey
- Programs & Events
 - o Storytime x 5, Art x 4, D&D x 4 , Quilters x 3, Book Club, Candy Jar Craft, Drop-in Craft
 - o Prekindergarten Preparation Partnership – 30 current participants
 - o Blind Date with a Book took place the whole month

- Grants
 - o Sharon prepared the Community Foundation Grant application for Tonies
- Upcoming Events: Fancy Nancy Tea Party Apr. 1 with Harbor House Storytime: Mar. 17, 31, Apr. 14, 21, 28
 Book Club: Mar. 27 Apr. 24 D & D: Mar 29, Apr. 5, 12, 19, 26 Quilters: Apr 20, 27
 Art: Mar. 21, 28 Apr. 4, 11, 18, 25 Crafts: Apr 13

Statistics

- Program Attendance: Art – 15 Book Club – 3 D & D - 31 Storytimes – 52 Crafts – 6
- Meeting Room-not program 2
- Adult Room 7
- Circulation: 2,408 Checkouts 1,992 Check in 447 Borrowers 126 Overdues returned 417 Holds placed
 We filled 340 holds
- Cloud Library App: 11 users 23 checkouts 6 holds 9 audio books 21 E-books 19 adult fiction 3 Juv. Fiction
 0 YA fiction 1 Non-fiction
- Patrons: 7 added 0 deleted Questions answered 28 Computer Help: 9 Copied for Patron: 9 E-Resources Ques. 2
 Items Donated: 22 # of People Donated: 2 Purchases from Book Sale: 2 Notary: 3 Pub. Fines Paid: 5
 Phone services: 41 Patron Visits 253 Renewed cards 1 Scanned Doc. For Patron: 1 Wifi Use: 5 Sent Faxes: 0
 Laminate for Patron: 0
- Computers: Public: 8 AWE: 7
- Novelist (Database) info.: 324 views 27 Clicks on suggestions 2 Read-alike referrals 25 series referrals
 0 Accelerated Reader referrals
- Consumer Reports Database: Visits: 0
- My Heritage Database: Page Views: 0
- Collection: Added 278 items Deleted 291
- Website Visits: Unreported at this time
- Google Analytics: 296 Profile Views 148 total interactions 10 calls 51 asked for directions 87 website visits
 92 searches for us

VII. Unfinished Business

- A. Discussion on the current status of the Intergovernmental Agreement Committee. Changes have been presented to CUSD#4 representatives.
- B. Update from Buildings and Grounds committee. Sealing of outside bricks are slotted to begin when weather is consistently above 45 degrees.
- C. Update from Policy committee. Next step is to look at CUSD#4 policies to make ours compliant for students and staff

VIII. New Business

- A. Scott Sneffner, made a motion, seconded by Karen Alexander to accept the FY22 Annual Financial Report. Discussion. Roll Call vote: Karen Alexander yes, Ann Blasey yes, Scott Senffner yes, Lavonne Gillespie yes, Wanda Thompson yes, Sharron Kreider yes, Robert Lemenager yes. Motion Carried.
- B. Discussion on strategic planning notes. Sarah will go ahead and make a draft for the board to look over including mission statement, vision statement and goals.
- C. Discussion of Summer Reading Program, allowing non-residents to participate for a fee. The possibility of charging for just the Reward trip was discussed, hoping for more information to make decision.

IX. Other

X. Adjournment

Scott Senffner made the motion, seconded by Karen Alexander, to adjourn the meeting. Discussion. Vote: Aye all. Motion carried. Meeting Adjourned.

Board President

Board Secretary