

Meeting of Library Trustees  
of  
Central Citizens' Library District  
1134 E. 3100 North Rd., Suite C  
Clifton, IL 60927  
July 20, 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 6:04 P. M. with the following Trustees present: Karen Alexander, Ann Blasey, Tahlia Guimond, Robert Lemenager, Sharron Kreider and Scott Senffner. Absent: Lavonne Gillespie. Also present were Casey Bronson & Sarah Schoon.

II. Approval of Minutes

Ann Blasey made the motion, seconded by Scott Senffner, to approve the June minutes. Discussion. Vote: Aye all. Motion carried.

III. Reading and Allowance of Bills

Sharron Kreider made the motion, seconded by Karen Alexander, to approve the listed bills totaling \$17,970.28 and to accept deposits totaling \$8,862.85. Discussion. Vote: Roll Call Vote: Karen Alexander, yes; Ann Blasey, yes; Lavonne Gillespie, Ab; Sharron Kreider, yes; Robert Lemenager, yes; Tahlia Guimond, yes; and Scott Senffner, yes. Motion carried.

IV. Treasurer's Report

Treasurer Scott Senffner reported that our balance on hand is \$311,054.94 in our checking and passbook accounts. Karen Alexander made the motion, seconded by Tahlia Guimond 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: Success By 6 Strategic Planning Meeting
  - o Sorting through file cabinets in the Director's office
  - o Website: Calendar & News
  - o Laminator- Fixed!
  - o Carpets have been cleaned.
  - o Wall behind director's office had a large crack, maintenance repaired it
  - o Phil Lenzini sent Budget & Appropriation paperwork
  - o Put "Free" on carts of Juvenile books deleted from Chev. Elm. & CCLD out front
  - o We had an uncomfortable situation with a patron from out of state
- Staff & Volunteer Projects
  - o Mary Ann: heading up the processing of the public books
  - o Processing Large Print Books donated by Norton family
  - o Weeding Juvenile Fiction, Juvenile Non-fiction & Adult Non-fiction
  - o Lavonne is helping pull books to delete.
- Summer Reading:
  - o Registered: 69 kids, 14 teens & 34+ adults
  - o Offered 53 activity sessions (crafts, STREAM & food)
  - o Free Movie Night
  - o Adult Reward for Bingo (evening at Beans & Barley making an Ocean tie blanket)
  - o Children/Teen Reward trip to Shedd Aquarium
  - o Teen basket raffle prizes. (6 winners)
  - o Adults have raffle prizes - last day to turn in is Aug 5th
- Programs & Events

- o Prekindergarten Preparation Partnership – 19 current participants
- Grants
  - o Lavinia Young Trust – Tonies Books \$1,000
- Upcoming Events
  - o Read Your Way Back to School (last turn in date Aug 5th)
  - o Adult Summer Reading Raffle (last turn in date Aug 5th)

Statistics

- Program Attendance: Summer Reading Activities (507 Kids/teens, 200 Adults)    Movie Night: 16
- Meeting Room-not program 0
- Special Collections (adult) Room 0
- Circulation: 2,553 Checkouts    4,815 Check in    168 Borrowers    275 Overdues returned    269 Holds placed  
We filled 300 holds
- Cloud Library App: 8 users    36 checkouts    14 holds    32 audio books    18 E-books    40 adult fiction    3 Juv. Fiction  
3 YA fiction    4 Non-fiction
- Patrons: 7 added    0 deleted    Questions answered 19    Computer Help: 5    Copied for Patron: 3    E-Resources Ques. 0  
Items Donated: 5    # of People Donated: 2    Purchases from Book Sale: 5    Notary: 0    Curbside: 0  
Pub. Fines Paid: 4    Phone services: 84    Patron Visits 235    Renewed cards 7  
Scanned Doc. For Patron: 2    Wifi Use: 3    Sent Faxes: 4    Laminate for Patron: 1
- Computers: Public: 8    AWE: 0
- Novelist (Database) – no report
- My Heritage – 0 usage
- Collection: Added 501 items    Deleted 773 items
- Website Visits: ? Views    257 users
- Google Analytics: 124 Profile Views    146 total interactions    17 calls    58 asked for directions    71 website visits  
24 searches for us

VII. Unfinished Business

VIII. New Business

- A. Sharron Kreider, made a motion , seconded by Karen Alexander to change paraprofessional staff to \$14 per hour beginning with August timesheets. Discussion. Vote: Aye all. Motion carried.
- B. Scott Senffner made a motion, seconded by Karen Alexander to accept Ordinance 23-02 with the deletion of “and programs” from the #4 line. Discussion. Vote: Roll Call Vote: Karen Alexander, yes; Ann Blasey, yes; Lavonne Gillespie, Ab; Sharron Kreider, yes; Robert Lemenager, yes; Tahlia Guimond, yes; and Scott Senffner, yes. Motion carried.

IX. Other

- A. Oath of office for newly elected trustee – Sharron Kreider
- B. Discussion on the development of a policy for the Meeting room usage for non-library programs.
- C. Discussion of a suspicious patron and possible need for policies and procedures.
- D. Discussion of masonry work.

X. Adjournment

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

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Board President

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Board Secretary