

Meeting of Library Trustees
of
Central Citizens' Library District
1134 E. 3100 North Rd., Suite C
Clifton, IL 60927
August 17, 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, and Scott Senffner. Absent: Lavonne Gillespie and Sharron Kreider. Also present were Casey Bronson & Sarah Schoon.

II. Approval of Minutes

Scott Senffner made the motion, seconded by Karen Alexander, to approve the July minutes. Discussion. Vote: Aye all. Motion carried.

III. Reading and Allowance of Bills

Ann Blasey made the motion, seconded by Scott Senffner, to approve the listed bills totaling \$19,801.87 and to accept deposits totaling \$88.45. Discussion. Vote: Roll Call Vote: Karen Alexander, yes; Ann Blasey, yes; Lavonne Gillespie, Ab; Sharron Kreider, Ab; 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 \$330,343.13 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: New Superintendent Dr. Matt Maxwell
 - o Sorting through file cabinets in the Director's office
 - o Website: Calendar & News
 - o Staff Schedule
 - o Phil Lenzini sent Budget & Appropriation paperwork
 - o Notified CUSD Unit Office of the para hourly wage change
 - o Meeting Room Floor was waxed
 - o Hosted Residency Verification for the School District
 - o Procedures Book for CCLD & Chebanse
 - o Draft of the Meeting Room Policy
 - o Renewed Ebsco's My Heritage and Novelist Databases
 - o Sarah: trained Beth Raymond and Casey Bronson on Leap & Card Catalog
 - o Fiscal Year swap over for files
- Staff & Volunteer Projects
 - o Casey: organizing the decorations and program supplies left over
 - o Mary Ann: heading up the processing of the public books
 - o Processing Large Print Books donated by Norton family
 - o Weeding Juvenile Fiction
- Summer Reading:
 - o Adults received prizes and raffle baskets: 112,547Minutes!
 - o Kids Reward Trip to Shedd – 61 people went
- Programs & Events
 - o Prekindergarten Preparation Partnership – 19 current participants

- o Read Your Way Back to School: 26 participate. 13,342 minutes. 890 items
- Grants
 - o Tonies Project: Sharon and Casey – developing kits and ordering books with grant funds.
 - o Lavina Young Trust: filled out the paperwork and returned to them.
- Upcoming Events Storytime: 1st, 8th, 15th, 16th, 22nd, 29th Fall Wreath Craft: 2nd Art Workshops: 5th, 12th, 19th, 26th Book Club: 25th

Statistics

Program Attendance: Read Your Way Back to School: 26

- Meeting Room-not program 0
- Special Collections (adult) Room 0
- Circulation: 1,146 Checkouts | 1,486 Check in | 120 Borrowers | 210 Overdues returned | 176 Holds filled | 161 holds
- Cloud Library App: 8 users 16 checkouts 4 holds 22 Suggestions 13 audio books 29 E-books 39 adult fiction
0 Juv. Fiction 1 YA fiction 1 Non-fiction
- Patrons: 2 added 0 deleted Questions answered 22 Computer Help: 12 Copied for Patron: 0
E-Resources Ques. 0 Items Donated: 42 # of People Donated: 1 Purchases from Book Sale: 3
Notary: 1 Curbside: 0 Pub. Fines Paid: 10 Phone services: 42 Patron Visits 279
Renewed cards 4 Scanned Doc. For Patron: 1 Wifi Use: 6 Sent Faxes: 1 Laminate for Patron: 1
- Computers: Public: 13 AWE: 7
- Novelist (Database) – no report
- My Heritage – 0 usage
- Collection: Added 175 items Deleted 567 items
- Website Visits: 532 page views 217 users 198 new users
- Google Analytics: 178 Profile Views 121 total interactions 13 calls 35 asked for directions 73 website visits
63 searches for us

VII. Unfinished Business

- A. Discussion on the Wall repair project.: Karen has located two businesses to get possible bids from.
- B. Discussion on CCLD Technology and CUSD#4 Technology partnership and future possibilities.

VIII. New Business

- A. Scott Senffner, made the motion, Seconded by Thalys Guimond, to table Meeting Room Policy discussion for future meetings.
- B. Scott Senffner, made the motion, seconded by Tahlia Guimond, to table Advantage archives Digitization discussion to see if grant funds would be available to pay for it.

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