

Meeting of Library Trustees
of
Central Citizens' Library District
1134 E. 3100 North Rd., Suite C
Clifton, IL 60927
September 21, 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 6:05pm. with the following Trustees present: Karen Alexander, Ann Blasey, Tahlia Guimond, Robert Lemenager, and Scott Senffner, Lavonne Gillespie and Sharron Kreider. Also present were Casey Bronson & Sarah Schoon.

II. Approval of Minutes

Ann Blasey made the motion, seconded by Karen Alexander, to approve the August minutes. Discussion. Vote: Aye all. Motion carried.

III. Reading and Allowance of Bills

Sharron Kreider made the motion, seconded by Scott Senffner, to approve the listed bills totaling \$11,64.57 and to accept deposits totaling \$1,353.91. Discussion. Vote: Roll Call Vote: Karen Alexander, yes; Ann Blasey, yes; Lavonne Gillespie, yes; 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 \$320,519.92 in our checking and passbook accounts. Ann Blasey made the motion, seconded by Karen Alexander 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: Children's Plus Inc. Representative, Hosted Success By 6 Steering committee, Country Insurance rep – Kolton Koch, Communication Solutions Inc – Phone System updates, IHLS update Zoom, Illinois School Library Workers Symposium (Sarah, Casey & Valerie)
 - o Sorting through file cabinets in the Director's office
 - o Website: Calendar & News
 - o Staff Schedule
 - o Researching part-time staff evaluation options
 - o Exterior Brick was sealed
 - o Oct. IHLS Library Crawl sign up – 50 pins ordered
 - o Filed IPLAR (Illinois Public Library Annual Report)
 - o CDW-G: computers & copier have been ordered again
 - o Bourbonnais 53 school Dist. took about 1,000 of our deleted books for Free Library at Scarecrow event at Perry Farm
- Staff & Volunteer Projects
 - o Mary Ann: heading up the processing of the public books
 - o Sharon: Tonies Project – "Tonie Tree" for Kid's room
 - o Sarah & Casey: STEM Lab ideas
 - o Norma/Mary Ann: Processing Large Print Books donated by Norton family
 - o Weeding Juvenile Fiction, Non-Fiction, Easy Fiction & Easy Non-Fiction
 - o Play Pals collaboration: Programs & Events
 - o Prekindergarten Preparation Partnership – 19 current participants
- Grants
 - o Tonies Project: Sharon and Casey – developing kits, ordering books

•Upcoming Events October: AISLE Conference (Sarah & Casey) 2nd & 3rd, IHLS Library Crawl: all month, Storytime: Fridays & 3rd Sat., Terracotta Pumpkin Craft: 7th, Art Workshops: Tuesdays, Book Club: 30th

Statistics :August

- Program Attendance: Ashkum Homecoming: 8 flyers Book Club: 3
- Meeting Room-not program: 3 (SB6 & D&D)
- Special Collections (adult) Room 1
- Circulation: 1,932 Checkouts 1,652 Check in 462 Borrowers 91 Overdues returned 600 Holds placed We filled 480 holds
- Cloud Library App: 12 users 45 checkouts 16 holds 0 Suggestions 34 audio books 27 E-books 45 adult fiction 1 Juv. Fiction 13 YA fiction 2 Non-fiction
- Patrons: 89 added 2 deleted Questions answered 36 Computer Help: 9 Copied for Patron: 7 E-Resources Ques. 2 Items Donated: 0 # of People Donated: 2 Purchases from Book Sale: 2 Notary: 0 Curbside: 0 Pub. Fines Paid: 11 Phone services: 34 Patron Visits 238 Renewed cards 5 Scanned Doc. For Patron: 1 Wifi Use: 4 Sent Faxes: 0 Laminate for Patron: 0
- Computers : Public: 16 AR Tests = 3 Class Assig. = 0 AWE: 8
- My Heritage – 0 usage
- Collection: Added 289 items Deleted 226 items
- Website Visits: 9,852 page views 647 users 638 new users
- Google Analytics: 183 Profile Views 205 total interactions 11 calls 59 asked for directions 135 website visits 70 searches for us

VII. Unfinished Business

- A. Discussion on changes to be made to the draft of the Meeting Room Policy and Contract.

VIII. New Business

- A. Sharron Kreider, made the motion, Seconded by Scott Senffner, to table adopt Ordinance 23-03 Levey Ordinance. Discussion. Vote: Roll Call Vote: Karen Alexander, yes; Ann Blasey, yes; Lavonne Gillespie, yes; Sharron Kreider, yes; Robert Lemenager, yes; Tahlia Guimond, yes; and Scott Senffner, yes. Motion carried.
- B. Scott Senffner, made the motion, seconded by Tahlia Guimond, to increase Insurance coverage for technology to \$50,000 and Personal property to \$1.25 million. Discussion. Vote: Roll Call Vote: Karen Alexander, yes; Ann Blasey, yes; Lavonne Gillespie, yes; Sharron Kreider, yes; Robert Lemenager, yes; Tahlia Guimond, yes; and Scott Senffner, yes. Motion carried.

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