

Meeting of Library Trustees
of
Central Citizens' Library District
1134 E. 3100 North Rd., Suite C
Clifton, IL 60927
February 15, 2024
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, Lavonne Gillespie, Tahlia Guimond Scott Senffner, Sharron Kreider and Robert Lemenager. Also present were Casey Bronson, Sarah Schoon, Debbie Peters, Brianna Peters.

II. Approval of Minutes

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

III. Reading and Allowance of Bills

Scott Senffner made the motion, seconded by Karen Alexander, to approve the listed bills totaling \$44,742.02 and to accept deposits totaling \$550.80. 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.

V. Treasurer's Report

Treasurer Scott Senffner reported that our balance on hand is \$358,610.39 in our checking and passbook accounts. Tahlia Guimond made the motion, seconded by Ann Blasey to approve the treasurer's report. Discussion. Vote: Aye all. Motion carried.

VI. Opportunity for Public Input

VII. Communications and Reports

We received the following communications:

- Director
 - o Attended meetings: Success By 6 Coalition Meeting (both counties) I-KAN Help Committee Zoom
 - o McNaughton Subscription Zoom Iroquois County Hazard Mitigation Committee – working with CUSD#4 on ours
 - o Sorting through file cabinets in the Director's office
 - o Website: Calendar & News
 - o Weeding: Non-Fiction
 - o Staff Schedule
 - o Typed up CCLD Policy updates.
 - o GHA Technologies- copier shipping date of 2/26/24!
 - o Completed our Annual Certification for the Illinois State Library
 - o Completed the IL. Interlibrary Loan Survey for the State Library.
 - o Maintenance fixed a few light fixtures that had bad ballast.
- Staff & Volunteer Projects
 - o Mary Ann: heading up the processing of the public books.
 - o Ann Blasey: Labeling Traveling Tonies 1.5 hours
 - o Ben T. (High school Spec. Ed.): 45 minutes a day - dusting and stamping
 - o Casey - Blind Date with a Book & Summer Reading
 - o Sarah – hosted 5 senior classes, taught how to use databases to do research
- Programs & Events: Storytime, Sip & Paint Craft, Middle School Art, 3rd & 4th Grade Art, & Book Club
- Grants
 - o Project Next Gen. Grant -STEM Career/AG & Middle School Intro. to STEM. from IL. St. Library –due 3/30 up to \$40,000
 - o Community Foundation – STEM & Early Childhood due 3/31 up to \$10,000
 - o Iroquois Federal – STEM Youth programs due 3/31/24 over \$1,000-?

- o Mary Helen Roberts – STEM due 5/15/24
- o Lavinia Young – STEM due 5/15/24
- o Ameren Cares – STEM career Due anytime, over \$5,000. Reviewed in 6 weeks
- o Tonies Project (Circulation: Boxes = 17, Figure = 64) 113 Traveling Tonie Figures, Set up how to use the Sound Recorder App to record stories for Tonies, Working on a system to recruit readers for the Creative Tonies (we can make the content)

Statistics: January

- Program Attendance: Storytime: 27 Craft: 12 Art Classes: 8 Book Club: 6
- Meeting Room-not program: 14 Girl Scouts, Quilters, D&D, CARES Group, CUSD#4
- Special Collections Room: 0
- Circulation: 2,188 Checkouts 1,577 Check in 422 Borrowers 105 Overdues returned 459 Holds placed
We filled 365 holds
- Cloud Library App: 14 users 40 checkouts 14 holds 0 Suggestions 24 audio books 30 E-books 41 Adult Fiction
5 Juv. Fiction 2 YA Fiction 5 Non-Fiction 1 Juv. Non-Fiction
- Patrons: 8 added 0 deleted Questions answered 61 Computer Help: 2 Copied for Patron: 1 E-Resources Ques. 1
Items Donated: 77 # of People Donated: 2 Book Sale: 5 (free) Notary: 1 Curbside: 0 Pub. Fines Paid: 7
Phone services: 61 Patron Visits: 281 Renewed cards: 0 Scanned Doc. For Patron: 0 Wifi Use: 11
Sent Faxes: 3 Laminate for Patron: 0
- Computers: Public: 14 AR Tests = 3 Class Assig. = 5 AWE: 21
- My Heritage – 2 usage
- Collection: Added 226 items Deleted 0 items
- Website Visits: 1,199 page views (203 Databases & Refence) 604 users 569 new users
- Google Analytics: 206 Profile Views 181 total interactions 17 calls 79 asked for directions 85 website visits
69 searches for us

VIII. Unfinished Business

IX. New Business

- A. Karen Alexander made the motion, Seconded by Sharron Kreider, to accept Policies: 5.1 Rules of Conduct, 5.3 Sexual Harassment, and 5.4 Drug and Alcohol Free. 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.

X. Other

- A. Sharron Kreider asked to add to next month's agenda: discussion on director's compensation.

XI. Adjournment

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

Board President

Board Secretary