

MASCOUTAH PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
AUGUST 15, 2023

The Board of Trustees of the Mascoutah Public Library held its regular meeting at the Library on August 15, 2023 at 6:15 p.m.

All of the Trustees were present, namely: Nancy Larson, Roger Grodeon, Frank Bandre, Wayne Wilhelm, Scot Erickson, Suzy Friederich, Jordan Rehfeldt, Kay Connolly and Merly Friedland. Also present was Library Director Joel Pikora.

Others present were Jerry Daugherty and Casey Hoercher, members of the Decennial Committee on Local Government Efficiency, and Melissa Tutterow of PurpleOne Safe Place.

President Nancy Larson presided and Merly Friedland recorded the minutes.

Additions to Agenda – None. Public Comments – None.

Upon a motion by Kay, seconded by Jordan, the Board approved the suspension of the Board meeting at 6:20 p.m.

Upon a motion by Roger, seconded by Suzy, the Board approved the resumption of the Board Meeting at 6:33 p.m.

The Board expressed heartfelt sympathy to Kay and Nancy, on the loss of Mrs. Patricia Schroeder, their mother and aunt, respectively. It was gratefully noted that Mrs. Schroeder had been a strong supporter of the Mascoutah Public Library.

Happy Birthday greetings were extended to Susie (August 16) and Joel (August 17) !!!

The minutes of the last Board meeting on May 16, 2023 were approved as written.
(Motion by Kay, second by Roger)

The minutes of the Decennial Committee meeting on May 16, 2023 were approved as written.
(Motion by Jordan, second by Kay)

Financial Report: Frank presented the Balance Sheet as of July 31, 2023, the statements of income and expenses for the months of May, June & July, 2023 and the 3-month year-to-date period from May 1, 2023 to July 31, 2023. There are no areas of concern to report at this time. Cash position remains strong and temporary investments in CDS are earning higher interest rates under current economic conditions.

The Board unanimously approved the above financial statements and ordered that the same be filed for audit. *(Motion by Wayne, second by Roger)*

Frank then made a recommendation to add to the Reserved Funds the amount of \$17,795, representing net operating surplus for FYE April 30, 2023.

After discussion, the Board unanimously approved said recommendation by Frank, to reserve \$10,000 for Carpet and \$7,795 for Computer Update. *(Motion by Wayne, second by Scot)*

Building Committee Report: The Committee (Wayne, Suzy, Scot & Joel) met on June 8, 2023 and August 7, 2023. It continued to address outstanding maintenance issues involving humidifier, gutters, water into the building. Wayne stated the Committee received and rejected a quote from Helitech, which was found to be quite high. The Committee then decided to obtain more quotes and look into other possible solutions.

Policy Committee Report: The Committee (Wayne, Jordan, Kay & Joel) met on August 8, 2023 to continue its work on updating the Policy Manual. Joel presented the latest Policy Drafts on Display and Exhibit, Equipment Use, Use of Library Facilities, and Fees for Library Services.

After review and discussion, the Board unanimously approved the said Policy Drafts, as presented and recommended by the Policy Committee. (*Motion by Frank, second by Suzy*)

Director's Report: Please refer to the Director's detailed written report for the August, 2023 Board Meeting covering library operations, programming attendance and other activities since the last meeting, the Comparative Library Circulation Report for May/June/July, 2022 and May/June/July, 2023 and Non-Resident Registrations.

Joel brought up the important announcement from Microsoft, being the end of support date for Windows 10 on October 14, 2025. It's a long way off but the transition from Windows 10 to Windows 11 presents unique issues. The library will do its best to prepare for this change and form a transition plan with Lazerware. This also means 15 of our 19 computers will need to be replaced before the end date. Joel would like to get the Board's input on which computers to prioritize.

Summer Reading 2023 – Ivy did an excellent job planning and executing the “Oceans of Possibilities” theme. Our numbers were down, compared to last year's. However, this was not totally unexpected, given the hugely successful petting zoo program last year. The changes in registration was a factor as well in the lower numbers.

Old Business: A) Approval of Board Officers - As recommended by the Nominating Committee, the Board approved, by acclamation, the following slate of officers to serve during FY2023-2024: (*Motion by Scot, second by Frank*)

President – Nancy Larson

Vice President- Wayne Wilhelm

Secretary-Merly Friedland

Treasurer-Frank Bandre

B) PurpleOne Safe Place Participation – Melissa Tutterow made a detailed presentation of this organization, whose mission is to combat domestic violence.

Upon hearing the nature of its activities and services, the Board unanimously approved the Library's participation in the PurpleOne Safe Place program. (*Motion by Scot, second by Wayne*)

C) Biblio+ Subscription – Tabled for now and until Joel gathers more information.

New Business: A) Project Next Generation Grant – The library received a Project Next Generation Grant of \$10,582.00 from the Illinois Secretary of State. This grant was provided pursuant to the Library Services and Technology Act.

The Board approved, by unanimous voice vote, the various Grant Equipment Quotes, to be covered by the grant. (*Motion by Frank, second by Roger*)

New Business -continued: B) Board Membership Program – It was noted that a training module is now available to Board members. Please contact the City for further information.

C) Patron Point Subscription – This is a marketing and advertising service. Joel thinks the cost of this subscription is prohibitive and does not recommend it.

D) Staff Trip to ILA 2023 conference – Attendance by the Library Staff.

The Board approved, by unanimous voice vote, the amount of up to \$2,000 to cover expenses of attending the ILA 2023 conference by the Library Staff. (*Motion by Frank, second by Roger*)

E) 2023 Illinois Standards Review – The Board reviewed and discussed in detail Chapters 1, 2, 3 & 4, covering Illinois Public Library Core Standards, Governance and Administration Checklist, Personnel Checklist and Access Checklist, respectively.

Discussions: None.

Adjournment: There being no further business, President Nancy declared the meeting adjourned at 8:20 p.m. The next Board Meeting will be at the library on September 19, 2023 at 6:15 p.m.

Merly T. Friedland, Secretary