

**ALLERTON PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING MINUTES  
March 13, 2024**

The Allerton Public Library District Library Board of Trustees met on Wednesday, March 13, 2024. President Sue Gortner called the meeting to order at 4:03pm.

**ROLL CALL**

Present: Sue Gortner, Sue Lochbaum, Mike Harris, Beth Manuel

Absent: Lynn Richardson, Jeff Clodfelter, Ellie Tracy

Also in attendance: Sherry Waldrep

**PRESIDENT'S REPORT**

Sue Gortner listened to a webinar on Libraries and Censorship. It was very good. She wants the policy committee to consider adding some items to the current reconsideration policy such as limits on requests.

**SECRETARY'S REPORT** (approval of minutes)

Sue Gortner moved to approve the February 14, 2024 minutes. Seconded by Mike Harris. Motion carried.

AYES: Sue Gortner, Sue Lochbaum, Mike Harris, Beth Manuel

NAYS: 0

ABSTAIN: 0

**CORRESPONDENCE, COMMUNICATIONS, PUBLIC COMMENTS**

Sherry reported that a staff member heard that a patron commented they liked winter reading bingo as it encouraged her to read books she would not have normally read. Mike Harris mentioned that the Lewis & Clark Return Trip presentation was very good. Heard good comments about it.

**FINANCIAL REPORT** (approval of Bills Payable)

Beth Manuel provided the financial report. Beth Manuel moved to increase the automatic transfer from 35K to 50K for the month of March. Seconded by Sue Lochbaum. Motion carried.

Sue Gortner moved to approve and pay the bills. Seconded by Mike Harris. Motion carried.

AYES: Sue Gortner, Sue Lochbaum, Beth Manuel, Mike Harris.

NAYS: 0

ABSTAIN: 0

## **DIRECTOR'S REPORT**

### **PROGRAMS FROM LAST MONTH:**

#### In person programs:

Adult Bingo – 9	Bingo w/the Center – 18
Crafternoon – 3	Story Time – 85 (50 kids, 35 adults)
Playtime – 39 (23 kids, 16 adults)	Lap Time – 27 (14 kids, 13 adults)
Super Saturday – 21 (all ages)	Read/Watch/Discuss – 2
After school art – 48	Knit & Crochet Circle – 12
Puzzle Competition – 28	Tech Time - 2
Read Together/Learn Together – 7	

#### Virtual events:

ILP Craft - 1	ILP Quinn - 2
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#### Passive programs:

Adult Activity Packets – 100  
Leap Frog Scavenger Hunt – 89  
Take and Makes for Kid, Teen, Adult – 114  
Winter Reading Program – 81 (53 kids, 28 adults)

### **OTHER ITEMS:**

Program planning for summer is continuing. Winter programs are going well although not as many participants for winter reading this year as compared to last year (125). The Annual Certification and the ILLINET Interlibrary Loan and Reciprocal Borrowing Statistical Survey are complete and have been submitted. Started complying budget information with a current focus is on staff salary data from like institutions. Attended a TechSoup webinar related to Mobile Beacon, a non-profit organization that offers low cost Hotspots and service to libraries for patron lending. Something I am considering offering for patrons. Attended the OverDrive Consortium meeting. Statement of Economic Interests forms received. Board & Director need to complete by April. Updating all library job descriptions including creating a new one for custodian. Attended Sangamon CEO mentor meeting. Met with SAGES READ committee to select challenges for 2024. Scott installed Megan's new computer. Still needs a few items to be fixed ie. printing.

Michelle Lehmann, Youth Services Coordinator's last day was February 22<sup>nd</sup>. Emily Stone has moved from Library Clerk II to the Youth Services Coordinator position starting March 1st. Jonathan Rogers will not be able to continue working regular weekend hours. He like to move to an on-call status. He will continue to work until someone is hired. I have posted a 'We're Hiring' notice on our website, Facebook, and Instagram that we are hiring for a part-time clerk.

### **OTHER ITEMS:**

#### **COMMITTEE REPORTS**

Financial Committee (Manuel, Richardson, Lochbaum) - none  
Personnel Committee (Gortner & Manuel) - none  
Policy Committee (Lochbaum & Tracy) - none  
Buildings & Grounds Committee (Clodfelter, Harris, Gortner) - none

**UNFINISHED BUSINESS**

Property donation - the board received the replat survey of the proposed donation from the city. At this point, the library is not aware of any further progress regarding the proposed park. Sherry has reached out to the lawyer regarding communication with the city lawyer but has not yet heard back as of the meeting.

**NEW BUSINESS**

None

**OTHER**

None

**ADJOURNMENT**

Mike Harris moved to adjourn the meeting at 5:04pm. Sue Gortner seconded. The next scheduled Board of Trustees meeting will be held on April 10, 2024 at 4:00pm.

Approved 4/10/24

Respectfully submitted by Sherry Waldrep 4/12/24