

**ALLERTON PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
July 10, 2024**

The Allerton Public Library District Library Board of Trustees met on Wednesday, July 10, 2024. President Sue Gortner called the meeting to order at 4:00pm.

ROLL CALL

Present: Sue Gortner, Sue Lochbaum, Beth Manuel, Lynn Richardson, Jeff Clodfelter, Ellie Tracy

Absent: Mike Harris

Also in attendance: Sherry Waldrep

PRESIDENT'S REPORT

Sue was present when the irrigation system was being repaired. She learned that the system probably has short. She is wondering if we need to have an irrigation system.

Heather Hardy thanked Sue for letting the library have the pollinator garden at the end of the driveway.

Sue brought up the idea of delivering books to homebound patrons.

SECRETARY'S REPORT (approval of minutes)

Beth Manuel moved to approve the June 12, 2024 minutes. Seconded by Ellie Tracy. Motion carried.

AYES: Sue Gortner, Sue Lochbaum, Beth Manuel, Lynn Richardson, Jeff Clodfelter, Ellie Tracy

NAYS: 0

ABSTAIN: 0

CORRESPONDENCE, COMMUNICATIONS, PUBLIC COMMENTS

Lynn Richardson mentioned hearing from community members how great staff member Laura Gillespie is.

FINANCIAL REPORT (approval of Bills Payable)

Beth Manuel provided the financial report. Sue Lochbaum moved to approve and pay the bills. Seconded by Lynn Richardson. Motion carried.

AYES: Sue Gortner, Sue Lochbaum, Beth Manuel, Lynn Richardson, Jeff Clodfelter, Ellie Tracy

NAYS: 0

ABSTAIN: 0

DIRECTOR'S REPORT

STATISTICS: see spreadsheet.

PROGRAMS FROM LAST MONTH:

In person programs:

Adult Bingo – 12	Crafternoon – 2
Story Time – 67 (35 kids, 32 adults)	Science Mondays – 72
Terrific Tuesday - 150	Teen/Tween Studio - 8
Playtime – 43 (27 kids, 16 adults)	Knit & Crochet Circle – 9
Read Together/Learn Together – 6	Summer Reading Kickoff – 121

Virtual events: ILP – Grandin - 11

Passive programs:

Adult Activity Packets – 100	Take and Makes for Kid, Teen, Adult – 129
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OTHER ITEMS:

Programming:

As of July 2, 154 people are participating in summer reading. Fall programs are listed on website calendar

The first distribution of tax levy monies have come in – total across all funds - \$198,698.90. Joined the ILA Small & Rural Libraries Forum Board. Met with Streamline (website host) to learn about the Department of Justice new rulings and standards for compliancy on websites. Streamline will help with making sure our site is complying. Streamline cost increasing to \$2808 for next year.

The outside windows cleaned in June. Allied Mechanical replaced parts in roof units as well as part for breakroom controller. Irrigation system needed a new controller box. Mouse/mice found way into the building through the book drop and into the server room. Terminix suggested repairing areas with a foam sealant that we had Shaggy from CORE do for us. Breakroom light fixtures and burned out bulbs in main library have been replaced.

New patron computers will be installed July 12. Attended meeting of other community organizations for Piatt County Resource Guide. Next meeting in July to be at the library.

Staff member Megan received notice that she will be awarded a bonus from a James Patterson donation to the ALA. Library workers were nominated earlier this year.

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

2024-25 Tentative Budget (roll call vote)

The board reviewed the tentative budget including three options of the salary scale. The board discussed and agreed to increase some of option three on the salary scale. Beth

Manuel moved to accept the 24-25 Tentative Budget as presented and with the changes to salary scale as discussed. Seconded by Sue Gortner. Motion carried. AYES: Sue Gortner, Sue Lochbaum, Beth Manuel, Lynn Richardson, Jeff Clodfelter, Ellie Tracy.

NEW BUSINESS

None

OTHER

Brief discussion about libraries as space. Board suggested having staff input about use of and mindset about space in the library.

ADJOURNMENT

Jeff Clodfelter moved to adjourn the meeting at 5:19 pm. Beth Manuel seconded. The next scheduled Board of Trustees meeting will be held on August 14, 2024 at 4:00pm.

Approved 8/14/2024 and respectively submitted by Sherry Waldrep