

MEETING OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF  
CASEYVILLE PUBLIC LIBRARY DISTRICT  
April 10<sup>th</sup>, 2019 at 6:00pm

- Call To Order at 6:06pm
  - Members present: Bob Paarlberg, Christina Bell, Lisa Chance, Kelly Kosa, Jessica Fowler, Jennifer Mauk.
  - Members Absent: Patrick
  - Guest: Linda Paarlberg, Ashley Stewart (Director), MK Dashke
- Review of minutes
  - Motion made by Jessica to approve March 2019 minutes
  - Second: Kelly
- Petitions and Communications
  - Library Director updated board on all petitions and communications.
- Committee Reports
  - a. Friends of the Library
    - i. Coffee Bar is installed. Friends will maintain the Keurig and will accept donations instead of buying by the cup.
    - ii. April Raffle Basket at Ravanelli's Restaurant ongoing until end of April
    - iii. Pet Contest in May
  - b. Newsletter
    - i. Topics to be included are health literacy, Lisa featured in the 'Board Bio' section, summer reading program, FOTL, section featuring Myra the student worker, Caseyville giving back- food pantry
  - c. Strategy
    - i. Nothing to report
  - d. Policy
    - i. Discussed trustee bylaws
      - 1. Motion was made by Kelly to accept the proposed changes to the Caseyville Public Library ByLaws. Seconded by Christina.
      - 2. Yay: Jessica, Bob, Lisa, Jen, Christina, Kelly
      - 3. Nay: Zero
      - 4. Patrick not present
      - 5. Final approval pending attorney review.
  - e. Finance
    - i. IMRF payments discussed
    - ii. Treasurer's report read
    - iii. Correction to the charge of \$1,640 to utilities (security). Charge will be posted to Expenses (computer maintenance). Changes will reflect on April Reports.
      - 1. Motion made to pay Bond Architects invoice of \$668
        - a. Motion made by: Lisa
        - b. Second: Kelly
      - 2. Motion made by Kelly to approve March 2019 Treasurer report. Second made by Jessica.
      - 3. 6 votes in favor. 0 against. Motion passed.

- Librarian's Report
  - a. Statistics discussed for the month of March
    - i. Over all use of the library has increased (computer use, patrons, attendance in programs, phone calls, total checked out items, e-sources, social media likes and people reached)
    - ii. Bilingual family and community advocate discussed
  - b. Demo Ideas: Sample learning platforms available for purchase are under consideration.
    - i. JoAnn's DIY
    - ii. The New York Times
    - iii. Hoopla
  - c. Building and Maintenance discussed
    - i. New fish have arrived!
  - d. Monthly E-Letter discussed
  - e. T-shirts for sale- \$12
- Old Business
  - a. Trustee Bylaws
- New Business
  - a. Appointment of Officers- Next month voting via ballot
    - i. President requests all nominations to be forwarded to Lisa. Lisa will prepare the official ballot for the Officer elections prior to the May meeting.
  - b. Recognition Wall Nominations discussed
    - i. Kelly makes a motion to nominate the following people based on Ashley's recommendation for contribution to the library for butterflies on the wall
      1. The Baird Family
      2. Michael Chambliss
      3. Debra Rudolf
      4. Linda Haley
      5. Lisa nominated Terry and Christina Bell.
    - ii. Second: Jessica
    - iii. 5 in favor, 0 against, 1 abstain; motion passed.
  - c. Employee Evaluations- Ashley's evaluation done by the end of May
    - i. all employee 2019 evaluations will be reviewed in a closed session in May. Lisa will review the Director evaluation with Ashley prior to the closed session.
- Dates were presented for upcoming committee and board meeting

Meeting adjourned at 8:00pm

Jessica, Scribe