

**MARION CARNEGIE LIBRARY
BOARD OF TRUSTEES MEETING
6:30 p.m., Monday, March 14, 2022**

Call to Order - meeting started at 6:30.

Roll Call

Present:

Andrea Bradley
Twila Couey
Jenna Griffith
Carolyn Loving
Dr. John O'Keefe
George Trammell
Kim Walker - Absent
Linda Walker
Andrew Wilson
Loretta Broomfield - Director

Recognition of Visitors:

None

Minutes:

There was a motion made by Linda Walker seconded by Dr. John O'Keefe to approve the February minutes. All were in favor and the motion passed.

Financial Statement:

Loretta reported that about 76% of the budget has been spent at this point. A motion was made by Carolyn Loving and seconded by Dr. O'Keefe to accept the budget as presented. All were in favor and the motion passed.

Director's Report:

- Loretta reported that she has submitted next year's budget to the city.
- Loretta reported that the staff is working on plans for Summer reading.
- Loretta reported that there are minor leaks in the roof and she has been in contact with the city to get this fixed.
- Loretta attended the ILA's virtual legislative day via Zoom.

1. Circulation & Traffic Report - Loretta reported that traffic and circulation was down just a tiny bit in February, but this could be due to the library being closed early for weather a few days. Though increases were seen in the new Hoopla digital books and Juvenile books.
2. Department Activities Summary
 - Children's Department Report:* Shelly reported 217 participants in activities and the story hours during February. Highlights included the Luca Drive-in Movie, Playroom Playdate as well as many story hours
 - Teen Report:* Mandee reported that she had quite a few people for February- activities that included 1 craft night, 2 PNG/STEAM programs and 1 STEAM Club day. Projects included designing your own tumbler, designing your own tea towel and designing your own wand.

Adult Services Report: Kelly reported that for the month of February the craft was a Sock Gnome which was a big hit with all grab n go packs gone in 2 days. There were also guest speakers about job training and the book club read *The Extraordinary Life of Sam Hell* by Robert Dugoni.

Coordinator of Library Services: Keith reported that the PNG grant was busy again this month with over 60 participants. In addition, Keith worked with staff to plan for the next PNG grant and helped plan for Summer Reading

3. Coming events: The Friends will be hosting a book sale. There are several story hours coming up with the themes of trucks, space and cookies. In addition, there are quite a few PNG grant activities scheduled for March.

4. *Grants*: Loretta reported that the library filed the necessary reports for the current grants. The application for next year's PNG grant has been submitted.

5. Illinois Heartland Library System - Loretta reported the system is offering some online webinars for its members.

Illinois State Library Council

- no report

Committee Reports:

1. Personnel: Loretta reported that Mandee in the Teen department will be leaving for another job out of state, so interviews will be held for that position. Loretta also reported that a part-time library 1 position opened up and a new hire should be happening at the next city council meeting.

2. Building & Grounds: Several jobs have been completed around the build including a temporary repair on the leaking roof.

3. Finance: None

4. Friends of the Library – The next Friends meeting will be March 15th. The next book sale will be March 18th & 19th.

5. Technology: Loretta reported that new computers have been purchased and are being readied by the city tech department.

Unfinished Business

1. none

New Business:

1. Statement of Economic Interest

- a. Loretta handed these out to board members.

2. Nonresident Fee Program Participation

- a. Loretta suggested that we continue to offer nonresident cards for the fee of \$112.50. A motion to accept this was made by Linda Walker and seconded by Andrea Bradley. All were in favor and the motion passed.

3. Payment of bills

- a. A motion was made by Twila Couey and seconded by Andrea Bradley to pay the March bills. All were in favor and the motion passed.

4. Next meeting is April 11th, 2022

5. Adjournment

- a. A motion was made at 6:59 by Linda Walker to adjourn, it was seconded by Dr. John O'Keefe.

-respectfully submitted by Jenna Griffith, Secretary