Weldon Library Board Minutes

February 20th, 2024

The meeting was called to order by President Amanda Walters at 7:01 P.M. in the board meeting room of the Weldon Public Library.

The roll call was conducted by Secretary Sandra Sanders. Present were Christi Baker, Cherie Brittin, Carla Burton, Jered Shofner, Amanda Walters, and Susan Westray. Library Director, Lori Rich was also present.

Minutes were presented from the January 16, 2024, board meeting. There was a motion by Carla Burton, seconded by Susan Westray, to accept the minutes of the January meeting as corrected. The vote was unanimous, 7-0.

**TREASURER’S REPORT** was given by Christi Baker. The January beginning balance at First National was $31,125.42. Receipts for January were $2,715.65. The disbursements for the month were $8,725.61 ending in a balance of $25,115.46 on January 31, 2024. Payroll for January was also reviewed. There was a motion by Susan Westray, seconded by Cherie Brittin, to accept the reports as submitted. The vote was 7-0.

**LIBRARIAN’S REPORT** was given by Lori Rich.

**Weekly Wednesday Explorers**

1/17 ~ A 13 C 17

1/24 ~ A 11 C 17

1/31 ~ A 11 C 18

2/ 14~ A 8 C 16

**Early Dismissal Day**

2/7 ~ A 15 C 27

Next Early Dismissal is March 6th with Dan Wild

**Lego Friday**

1/19 ~ A 10 C 13

1/26 ~ A 10 C 18

2/2 ~ A 12 C 20

2/9 ~ A 7 C 10

2/16 No School

**Chess Tuesday**

1/16 ~ A 4 C 5

1/30 ~ A 8 C 10

2/13 ~ A 5 C 8

**PreK visit to School**

February 2nd the Preschool class visited the Library, The Pre-K students got a tour, and information on how my job works, I read them a book and they had a short time to play.

Next visit to school - March 1st

**MSBC**

1/31 ~ A 2 C 16 “Escape” K.R. Alexander

2/14 ~ A 2 C 16 “The People of Sparks” by Jeanne DuPrau

2/28 ~ Next Book “To Kill a Mockingbird” (Graphic Novel) Harper Lee

**January Cloud Library Stats**

Circulated January 1-31 18,192 e-books; 12,513 audiobooks Pay-per-use audio 1,515

**January funds deposited**

**January** - Fine, copy, fax: $31.10 Candy, soda, coffee: $78.38 **= $109.48**

**February Book Club** “One True Loves” by Taylor Jenkins Reid {9 books/patrons participating}

**Program with Warner Hospital** Safe Sitter Class March 29th Friday 10:00 am – 4:00 pm

Students 6-8 grade - $10.00 per student – bring a sack lunch –

**Previously mentioned Library Trustee Forum Spring Workshops** – After looking into these programs I discovered there is a Fee, non-member $20 each program or all 3 for $50

**\*So I would make the Suggestion** – iLEAD through IHLS – FREE!

**Adult Extension Programs at the Library**

March – Gut Health Packet

April 5th at 10:00 am – Tree Care

May 3rd at 10:00 am – The Most Dangerous Room in your House

June 7th at 10:00 am – Cooking for 1 or 2

August – Meal Kit Packet

September 6th at 10:00 am – Reading labels

October 4th at 10:00 am – Sourdough

November 1st at 10:00 am – Canning

**Summer Reading Programs Planning**

6/7 10:30 – 11:30 Miller Park Zoo $125.00

6/12 10:30 – 11:30 Wind Chimes

6/19 10:30 – 11:30 Clay Lady $6.00 per child

6/26 10:30 – 11:30 Upcycled tissue box

7/3 10:30 – 11:30 Happy Birthday America

7/10 6:00 pm Awards Party

**Summer Extension Programs for kids** – tentative – Surviving a Zombie Apocalypse {Emergency Preparedness}

**LTC Access2 Grant AWARDED $10,000** {Grant written for neurodivergent patrons of all ages}

**OLD BUSINESS**

Marketing & Communication Plan – No update from committee

Bayer Fund Grant – The grant was submitted for $4,000.00.

Illinois Prairie Community Foundation Grant – This grant is approximately 50% complete.

Trustee OMA, FOIA and Sexual Harassment and Prevention training – Jered and Sandi still need to complete.

**NEW BUSINESS**

Arteman’s – Amanda discussed several repair/maintenance items she would like to see addressed in the future:

1. Run cable through wall from Board Room to Public computers.
2. Add a chair rail to protect the wall in the computer area.
3. Repair leak in bathroom ceiling. A motion was made by Amanda Walters, seconded by Jered Shofner to authorize the roof repair for up to $750.00. The vote was 7-0.
4. Repair clock

Review Lawncare & HVAC contracts – Jack Walters and Travis Boley have both been contacted and are willing to continue to provide their services at the existing rates.

1. A motion was made by Christi Baker, seconded by Susan Westray to renew contract with Jack Walters for mowing at the rate of $595.00 for the season. The vote was 7-0.
2. A motion was made by Jered Shofner, seconded by Cherie Brittin to renew the HVAC annual PM contract with Travis Boley for $70 per year. The vote was 7-0.

Review Bylaws – A motion was made by Susan Westray, seconded by Christi Baker to update the Bylaws to add 6.11 United for Libraries and ALA. We adhere to the Code of Ethics. The vote was 7-0.

Review Disaster Plan – A motion was made by Susan Westray to revise the Disaster Plan by updating the call tree and removing the microfiche machine from the Priority and Asset lists. This item was sold last year. The motion was seconded by Christi Baker. The vote was 7-0.

The following policies were reviewed:

Policy 26 – no changes recommended.

Policy 27 – no changes recommended.

Policy 28 – no changes recommended.

Policy 30 – no changes recommended.

Policy 31 – no changes recommended.

Library Director Succession Planning – A committee was formed to plan for Library Director Succession. The members are Christi Baker, Lori Rich, Susan Westray and Amanda Walters.

**SUGGESTED TOPICS FOR NEW BUSINESS**

None

Having no other business, a motion was made by Susan Westray, seconded by Amanda Walters to adjourn. The vote was 7-0.

The meeting was adjourned at 8:05 pm.

Respectfully submitted,

Sandra J. Sanders, Secretary