

# MAHOMET PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

## REGULAR MONTHLY MEETING MAY 8, 2023, 6:15PM AT THE LIBRARY

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**Members Present:** Susie Baker, Jeanne Campion, Kevin Kelsey, Chris Moore, Rebekah Rhode

**Not Present:** Kristen Streeter, Carrie Heimann **Also present:** John Howard, Kate Smith

### Approval of the Regular Meeting Minutes for April 10, 2023

Rebekah Rhode moved to approve the regular meeting minutes for April 10, 2023. Susie Baker seconded; the motion passed.

### Treasurer's Report

Jeanne Campion moved to approve the financial report for April 2023. Kevin Kelsey seconded. Roll call vote; all trustees voted in favor of the motion.

Jeanne Campion moved to approve the check register for April 2023. Kevin Kelsey seconded. Roll call vote; all trustees voted in favor of the motion.

Rebekah Rhode asked Kate Smith to clarify the "transfer" entries on the check register. Kate explained that these transactions settled up the due to/due from accounts between funds. John Howard reminded the board that the General Fund pays all bills and other funds repay the General Fund.

Chris Moore asked about the vendor IPG. Kate said that this is the library's insurance agency.

Chris Moore also asked why several checks had the same amount. Kate explained that she had to void and reissue some very old outstanding checks, adding that the alternative is to turn the money over to the state as unclaimed property.

### Director's Report

John Howard submitted the director's report before the meeting.

Jeanne Campion asked why the library decided to use minutes instead of number of books read for the summer reading program. John Howard told the board that many libraries use the Beanstalk app to track minutes read, but the library's programming team preferred Reader Zone, both because of its better features and because it is less expensive. The library is asking users to track their minutes read toward community goals. As the community reaches each milestone, the library will bring out the corresponding gift or event for the library.

John Howard told the board that the exciting thing in his report is the change to the teen area, making it more clearly an area for teens to use. He said that it started with "we'd like a middle school collection," and led to moving several things around.

Kevin Kelsey asked if the contractors who found the roof damage were anticipating replacing the entire roof. John explained that Copper Creek offered to do a roof inspection and reported a lot of hail damage on the metal part of the roof. The insurance adjuster came out and agreed about the damage, but he was unsure if the damage is concerning or merely cosmetic. John told the board he is still fact-finding, but he is not in a rush because there are no leaks right now. He said he plans to have a commercial company come out and evaluate the roof and he also has a lot of questions for the insurance company.

Chris Moore asked about the status of the construction grant. John said he submitted the grant and is expecting to hear that the library qualifies, but that there is no money for the program this year.

Chris Moore asked about the proposed "Right to Read" act in the Illinois General Assembly. John said that the library already complies with the act according to library policy.

### Audience Comments – No comments

### Committee Reports – Finance Committee

John Howard reminded the board that the finance committee met in April to review the proposed FY 23-24 budget and that they recommended it to the full board for approval at that time.

John told the board that the budget submitted with the board packet included some slight changes, highlighted in yellow, from the original budget and he reviewed them with the board.

Kevin Kelsey asked how the book budget was split by age category and John gave the detailed numbers.

Kevin Kelsey asked why the budget for digital materials was lower and John said this reflected lower numbers for Overdrive and Hoopla. Rebekah Rhode said she would like to see the budget for digital materials increased, since the circulation of digital materials had increased by 24% over the previous year. Kate Smith noted that percentages alone aren't the best guide, since the actual numbers are so much lower for digital materials over print. John Howard explained to the board that prices for digital materials are excessively high for libraries, and he gets significantly more "bang for the buck" with print materials. The board continued to discuss the financial challenges involved in offering digital materials and eventually asked library staff for more statistics on how digital materials are used.

Susie Baker moved to approve the FY 23-24 budget. Kevin Kelsey seconded. Roll call vote; Jeanne Campion voted “no,” and all other trustees voted “yes.”

## **New Business**

### **A. Discussion of Meeting Time for 2023-2024**

John Howard reminded the board that they will be voting on the annual meeting ordinance at the June meeting and said he likes to ask the board in May if they wish to continue with the current meeting time or make any changes. Ongoing and incoming board members (in the audience) agreed that the current meeting schedule was fine.

### **B. Approval of Non-Resident Fee Formula for 2023-2024**

John Howard reminded the board that they must vote each year to decide if they will continue to offer non-resident cards and which formula they plan to use. He added that he does not recommend any changes to the current method.

Jeanne Campion voted to continue offering non-resident cards using the tax rate method and setting the minimum fee at \$45. Susie Baker seconded; the motion passed unanimously.

## **Strategic Plan – No Report**

### **Board Advocacy**

John Howard told the board that the library’s programming team suggested two dates for the trustees’ annual ice cream social: July 16 and July 23. He reminded the board that this is a board event and the trustees’ job is to show up and scoop ice cream. Chris Moore suggested a Doodle poll to set the date.

John Howard passed around a sign-up sheet for volunteering at the I Spy Summer at the Library kickoff event.

### **Oath of Office for Incoming Trustees**

Chris Moore led Mike Cunningham and Stevi Stutzman in reciting the oath of office as incoming trustees.

### **Trustee Comments**

Susie Baker said that she appreciated all the departing trustees, and she will miss them.

Kevin Kelsey said that he will really miss [the departing trustees] and that it was a joy to make friends on this board.

Rebekah Rhode said it was a pleasure to get to know each of the trustees and that each member of the board was a joy to work with. She added that she is excited to see the library going forward.

Jeanne Campion said that it was a joy to serve on the board for nine years and it was good to get to know all the trustees she’s worked with over the years.

Chris Moore that serving on the board is all about relationships and working with like-minded folks and that it has been an absolute pleasure. He told the board that what they are doing here is important and it is what the founders of the Constitution envisioned when everyday citizens are engaged and serving in their community. He said that he was proud of all who have gone before him and all who will serve in the future. He added that he doesn’t worry about the future of the country when citizens like these are willing to step up and serve. He thanked his fellow trustees and library staff.

### **Expression of Appreciation for Outgoing Trustees**

Kevin Kelsey thanked outgoing trustees Chris Moore, Jeanne Campion, and Rebekah Rhode for their service.

John Howard purchased a book for the library collection in the name of each outgoing trustee. He showed them the books and gave them the chance to be the first to check them out. He thanked them for their support throughout his tenure, including the crazy events [during the pandemic].

### **Adjournment**

Rebekah Rhode moved to adjourn the meeting. Jeanne Campion seconded; the motion passed. The meeting adjourned at 7:18pm.

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Respectfully Submitted by Kate Smith, Business Manager