

MAHOMET PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MONTHLY MEETING JULY 8, 2024, 6:15PM AT THE LIBRARY

Members Present: Kevin Kelsey, Scott Schaumann, Mike Cunningham, Carrie Heimann

Not Present: Stevi Stutzman, Susie Baker, Kristen Streefer, John Howard

Also Present: Tammy Caputo, Ashley Elson

Kevin Kelsey opened the meeting by reading the library's mission statement: "Together we create a welcoming community that empowers everyone to learn, connect, create, and grow."

Approval of the Regular Meeting Minutes for June 10, 2024

Scott Schaumann moved to approve the minutes for June 10, 2024. Mike Cunningham seconded. The motion passed unanimously.

Tammy Caputo pointed out an error on the second page, first paragraph that the word "sense" was misspelled. She also pointed out the second to the last sentence of the second page, the word "it" was supposed to be "they do not". The last error she pointed out was the last sentence on the third page should say "Kevin Kelsey said it was a way to envision what the new space would look like".

Treasurer's Report

A. Financial Report - None

B. Check Register

Carrie Heimann moved to approve the check register for June 2024. Mike Cunningham seconded. Roll call vote; all trustees voted in favor of approval.

Director's Report

Tammy Caputo started with statistics. There are 122 puzzles circulated and 4,835 Wi-Fi sessions for the month of June. Carrie Heimann mentioned that there should be a new baseline since the software issues have been corrected.

Tammy Caputo talked about positive pay system through Busey that was put in place after a second forged check incident in the amount of \$3,082.12. Scott Schaumann confirmed that the positive pay system checks everything before sending and Tammy Caputo said yes. Tammy added that ACH is manually approved, the forged check was missing a hologram, and Busey is supposed to be paying us for what was lost. Carrie Heimann asked if this was a completely different check than the one before. Tammy Caputo said yes and it was forged by the same people. Carrie Heimann said that this would be more reason to do ACH and move switching banks higher on the priority list because these people have the library's account number. Kevin Kelsey asked about making sure the new bank has security measures in place. He said that this should a topic of discussion for both the finance and policy committee. Scott Schaumann asked if the library has cyber security insurance and Tammy Caputo said that the library does not. Kevin Kelsey suggested to bring this topic up to the finance committee as well. He said that we can ask the Illinois State Library what they use. Carrie Heimann added that once everything is figured out, the information can be shared with other small libraries.

Carrie Heimann asked about the small findings in the IMRS compliance audit. Tammy Caputo said that she did not know and would ask John Howard.

Kevin Kelsey talked about the Library Foundation. There are five people on the board however they are looking for more and they are looking to move things forward.

Scott Schaumann had received positive feedback from the catalog. He said people were excited for the expansion and that the library needs all the changes. Carrie Heimann added that she had positive rumors about the expansion that it was going to be on November's ballot and she had to explain it is not. She said that we should get ahead in marketing, ensuring that people truly understand what is going on.

Tammy Caputo talked about getting patron point software earlier due to Verizon blocking our text notifications to patrons. The staff has been proactive in communicating with patrons to update their notification options to both email and text.

Audience Comments – None

Committee Reports - None

New Business -None

Strategic Planning – Quarterly Review - Postponed

Board Advocacy

a. Ice Cream Social July 21st

Tammy Caputo said for everyone to show up at 1:30 wearing their polo shirts and name tags. She said the band will be playing 50s, 60s, and 70s music.

b. Mahomet Music Festival August 23rd and 24th

Kevin Kelsey said that there will be a sign up sheet for the event. Carrie Heimann talked about the broken plinko board. Mike Cunningham said that he was not sure if a new one will be made or if there will be a different game.

Trustee Comments – None

Adjournment

Mike Cunningham moved to adjourn the meeting. Scott Schaumann seconded; the motion passed. The meeting adjourned at 6:48pm.

Respectfully Submitted by Ashley Elson, Library Clerk.