

MAHOMET PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MONTHLY MEETING October 14, 2024, 6:15PM AT THE LIBRARY

Members Present: Kevin Kelsey, Scott Schaumann, Mike Cunningham, Carrie Heimann, Susie Baker, John Howard

Not Present: Kristen Streeter, Stevi Stutzman

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 September 9, 2024

Scott Schaumann moved to approve the minutes for September 9, 2024. Carrie Heimann seconded. The motion passed unanimously. There was no discussion.

Treasurer's Report

A. Financial Report

Scott Schaumann moved to approve the financial report for September 2024. Carrie Heimann seconded. Roll call vote; all trustees voted in favor of the motion.

John Howard explained that the reason Busey checking account is showing \$312,000 is because \$200,000 was being transferred from the Fisher account to the investment advisors. We have created two additional funds within our investment account to avoid commingling funds. He also reviewed the adjusting entrees and confirmed everything looked good.

B. Check Register

Scott Schaumann moved to approve the check register for September 2024. Carrie Heimann seconded. Roll call vote; all trustees voted in favor of the motion.

John Howard explained the Ehlers Investment Partners has three bills (special reserves account, general funds account and working cash account) instead of one because we divided all of our assets that had been in one account.

John Howard pointed out that Prairie Pavement Preservation was for relining the parking lot.

John Howard said that SteamMaster will be the official carpet cleaner going forward. They did a phenomenal job for a reasonable price.

Scott Schaumann asked why there were two IMRF lines on the check register and John said he would look into it.

Director's Report

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

John Howard began by stating how proud he was of Tammy and Amanda for speaking at the ILA conference. He said the presentation was "standing room only" and was one of the most attended breakout session of the entire conference. He loved getting out there to represent the library and felt the presentation was worthwhile. Scott Schaumann asked why John thought the session was so popular. John Howard said because it was a session about practicality and the title had a great attention grabber. John commented that they were able to listen in on other great sessions that were held at the conference and meet Michael Threats. Kevin Kelsey asked how many attended and John said 800 to 1,000.

John Howard wanted to thank Mike Cunningham for running the Q&A referendum at the library. He will be uploading video recording tomorrow, and will be having another one a week from Thursday that the mayor will be attending. He feels we have done a really good job in the last couple of months solidifying the library's relationship with the schools.

John Howard said that statistics show a 6% to 8% increase in circulation since last year and program attendance is 1,169 compared to 411 last September. John did an analysis of the 2019 September report and the 2024 September report to see if the library has returned to normal since COVID. He found that the library is up 8% to 10% on the most important numbers, including circulation. This shows the library is not only caught up but moving ahead. Scott Schaumann asked why program attendance tripled in numbers. John Howard said it is due to the Bluey event, and the scavenger hunt and story time attendees have increased.

John Howard stated that a shoutout was given to Riley, Ty's boyfriend, for wearing the Bluey costume during the event despite the discomfort.

Audience Comments - None

Committee Reports

John Howard said that the policy committee will meet together between now and the November meeting for sure, however, the building and grounds committee are due to meet for a walkthrough. He will reach out to the members to set up a time before the next meeting. Hopefully there will not be much to find since Bob has reduced his hours from weekly to once a month maintaining the building.

Unfinished Business - None

New Business

A. Status of Candidates for Upcoming Board of Trustee Election

John Howard confirmed that Kristen Streeter, Kevin Kelsey, and Carrie Heimann will not be running for the board of trustee election. Susie Baker and Sarah Miller will be running, but we need two more people. The board discussed how to get the word out and some potential candidates.

B. Staff Roster for Board of Trustees

John Howard said that it was requested for the board members to have a list with pictures of staff members so they can learn their names. This has been sent to everyone via email.

C. Review of Checklists from Serving our Public 4.0

John Howard requested to leave the meeting to retrieve the checklist while the board moves on to the next item on the agenda.

John Howard reminded the group that in order for the library to receive the per capita grant of \$20,000, the board needs to review the public 4.0. The board decided on the last meeting to look over the checklists and review them at this meeting. They discussed several points listed in the manual and ideas going forward. These included conducting surveys, confirming new library laws/policies, updating the succession plan, budgeting salary, benefits, and materials, disaster and prevention plans, collection development policy, readers advisory, partnering with organizations, and the building periodic repair checklist.

D. Plan for Director Evaluation for 2024

The board discussed when to have the director's evaluation. Kevin Kelsey confirmed that it will be held just like last year in January and he will send out emails accordingly.

Strategic Plan Quarterly Review

John Howard said that under promoting information literacy in the community, offer original sources of issues into the community is finally getting done. He also said getting information about the school referendum out into the community has been completed.

Board Advocacy

John Howard expressed that February 15th no longer works to have the murder mystery dinner and asked the board if they would prefer the 8th or the 22nd instead. The board agreed on the 8th. John Howard asked about having the dinner at Farm Credit instead of the church because it has a new, larger room, equipped with better sound. He said this was an opportunity to strengthen the business relationship with Farm Credit. The board agreed to have the dinner at Farm Credit.

Trustee Comments

Susie Baker welcomed the board to sign her petition for the board of trustee election after the meeting.

Kevin Kelsey confirmed the holiday party date, which is December 8th, and he suggested having a \$750 budget, the same as last year.

Adjournment

Mike Cunningham moved to adjourn the meeting. Susie Baker seconded; the motion passed. The meeting adjourned at 7:15pm.

Respectfully Submitted by Ashley Elson, Library Clerk.