

MAHOMET PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MONTHLY MEETING January 13, 2025, 6:15PM AT THE LIBRARY

Members Present: Scott Schaumann, Mike Cunningham, Carrie Heimann, Susie Baker, Stevi Stutzman, John Howard

Not Present: Kevin Kelsey, Kristen Streeter

Also Present: Tammy Caputo, Sandy Perry, Ashley Elson

Susie Baker opened the meeting.

Approval of the Regular Meeting Minutes for November 11, 2024

Scott Schaumann moved to approve the minutes for November 11, 2024. Mike Cunningham seconded. The motion passed unanimously. There was no discussion.

Treasurer's Report

A. Financial Report for November and December 2024

Mike Cunningham moved to approve the financial report for November and December 2024. Scott Schaumann seconded. Roll call vote; all trustees voted in favor of the motion.

B. Check Register for November and December 2024

Mike Cunningham moved to conditionally approve the check register for November and December 2024. Scott Schaumann seconded. Roll call vote; all trustees voted in favor of the motion.

Carrie Heimann asked about the Village of Mahomet amounts on the December 2024 report. John Howard said the first one is the Employee Medical Insurance Premium. The second one might be medical and dental but he is not sure. He will look into it for the next meeting.

Director's Report for December and January

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

John Howard started with statistics. Total circulation went up 9% in November and went up 10% in December. There were healthy increases in program attendance and people count; November especially being 20% higher in people count. John Howard also shared what he read in the Library Journal. The Urban Library Council said from surveys done in recent years that most libraries rebounded from COVID but are not even close to regaining what they lost. John wanted to make a positive point that our library has not only regained what was lost but are growing. Carrie Heiman asked how key performances from the statistics compare to Mahomet's population and population growth. Scott Schaumann explained that he has suggested creating those statistics with the Decennial Committee. John Howard agreed to add researching those numbers to the upcoming strategic plan. Mike Cunningham commented that he looks at program count and new library cards. The board discussed using the census for comparison. Tammy Caputo pointed out the patron total.

John Howard shared that Kathy Leathers received Employee of the Year for 2024.

John Howard touched based on what the Gies Business students found in their research. The library has the lowest total expense per population served, has the highest program expense per population served, and the largest tech circulation. Unfortunately, the library is spending more on utilities and John will be looking further into this. Scott Schaumann talked about developing this information into the statistic report. Mike Cunningham requested to send out the report to the board members.

John said there was not much for January.

Mike Cunningham wanted to thank Tammy and the staff for doing an incredible job of keeping the library in order while John Howard was away for an extended period.

New Business

B. Mahomet Happy Helpers 4H: Pollinator Garden Proposal

Stevi Stutzman motioned to move up new business for discussion. Carrie Heimann seconded.

Mike Cunningham moved to approve Mahomet Happy Helpers 4H and FFA to plant a pollinator garden on library grounds. Scott Schaumann seconded. Roll call vote excluding Carrie Heimann; all trustees voted in favor of the motion.

The Mahomet Happy Helpers 4H members proposed to have a pollinator garden on library grounds. The group worked with master nationalists to collect their research. They will be applying for a grant to cover costs, and the group is collaborating with FFA to create and maintain the garden. This would give pollinators a rest stop and give the library more program opportunities.

Mike Cunningham asked what is currently at the proposed site. John Howard said grass and some flowers. John expressed his concerns about the proposed site and the long-term maintenance on the garden to the group. Carrie Heiman replied that everyone could work with the master nationalist to select a better spot for the garden. She reassured that both the FFA and the Mahomet Happy Helpers 4H are on board to have this be a long-term project. Mike Cunningham asked if the additional \$20 a month is with the water utility bill and the group said yes only when there has been no rain. John Howard asked if the garden would include milkweed plants to attract monarch butterflies and the group said yes. Heidi Gerber shared some last remarks. Stevi Heimann complemented on the group for presenting a well-constructed proposal. Scott Schaumann added that the library could even contribute financially if needed.

A. Annual Financial Audit Presentation by Sandy Perry, Clifton Larson Allen

Sandy Perry passed out a summary of the annual financial audit prior to the start of the meeting.

Mike Cunningham moved to approve the annual financial audit. Scott Schaumann seconded. Roll call vote; all trustees voted in favor of the motion.

John Howard said that the audit was completed in late October. Sandy Perry read aloud and explained the summary page, then asked the board if they had any questions. John Howard asked about the aggregate in the \$333,170 fund balance. Sandy said it is the aggregate plus any of the government wide adjustments. John and Sandy discussed further into what that meant for clarification. John Howard asked about the switchover from Kate Smith to Kathy Leathers. Sandy said that it all went fine but there were some adjustments. Scott Schaumann asked what the adjustments were and Sandy said although insignificant, they were on the books and not the process. Scott then asked if there were any process concerns, and Sandy said no.

Audience Comments – None

Committee Reports

A. Decennial Committee – Review of Presentation by Gies Business Students

Scott Schaumann restated that the committee will prepare a report on the above statistics discussed. Mike Cunningham asked when that will happen and John Howard said he expected it in a few months.

Unfinished Business

A. Policies Tabled at November 11th Meeting (In-process)

Stevi Stutzman motioned to continue tabling the policy reviews until attorneys are done with their reviews. Carrie Heimann seconded. Roll call vote; all trustees voted in favor of the motion.

Strategic Plan

A. Review of 2024 Q4 progress on Strategic Plan

John Howard shared that there were 8 or 10 green items added to the strategic plan. The biggest change is the reorganization of some of the juvenile display shelves.

B. Information for Strategic Planning for 2025

John Howard said for now to continue working on the current strategic plan.

Board Advocacy

A. Board Duties for Murder Mystery Dinner Feb 8, 2025

John Howard said that Farm Credit is representing the murder mystery dinner on Feb 8, 2025. He passed around a sign-up sheet for the trustees to volunteer for the event. The board members discussed their plans on how they are contributing and when they are showing up to help.

B. Wedding Celebration Invitation for John/Tiffany

Tammy Caputo invited the board to her home on Feb 2, 2025, to celebrate John's and Tiffany's wedding.

Trustee Comments

Mike Cunningham asked when the board elections are and John Howard said April 1st. He added that the new board members is taking their seats on the third Monday of May. Mike Cunningham asked about the candidates and John said we have four candidates

for four spots; Sarah Miller, Melissa Dailey, and Kate Smith are new and Susie Baker will be running for a second term. Stevi Stutzman wanted to thank Becca Strom and Ty Laboray personally for making those Christmas trees for the Christmas staff party.

Adjournment

Mike Cunningham moved to adjourn the meeting. Scott Schaumann seconded; the motion passed. The meeting adjourned at 7:34pm.

Respectfully Submitted by Ashley Elson, Library Clerk.