

JANUARY 2022 AGENDA

1. Call to Order – **Monday, January 3, 2022**, at 5:00 p.m. at the Library.
2. Roll Call

_____ Bates	_____ Fisher	_____ Roessler
_____ Eisenmayer	_____ Painter	_____ Russell
	_____ Pullen	
3. Minutes of December 6th meeting.
4. Financial Report for December.
5. CD – Stronghurst Bank CD#2 maturity date is 1-14-2022. Hilligoss will call for rate from area banks.
6. Local Cure Reimbursement –
 - Extended Deadline: The deadline to submit costs for reimbursement will be extended to January 31, 2022, granting LGUs another year to submit costs incurred from March 1, 2020, through December 31, 2021. Additionally, DCEO will provide more flexibility to LGUs with existing economic support programs. Local governments with ES Program grants are being asked to complete a survey; based on responses DCEO will be approving grant modifications which will make sure no funds under the ES program are lapsed. If local governments need more time or additional flexibility with ES awards, DCEO will be approving scope changes and giving optional date extensions to June 30, 2021.
 - Director Smith submitted receipts that totaled \$867.19 on 12-27-21.
7. CD – Do you want to open another CD for \$50,000? The interest rate and annual percentage yield for area banks.
8. Circulation for December.
9. Staff
10. Per Capita Grant Requirements – The Per Capita and Equalization grant application will be available online October 1, 2021 and will be due on January 15, 2022.
FY2022 Requirements
Annual Report - The library must have a current Illinois Public Library Annual Report (IPLAR) on file with the Illinois State Library. The IPLAR deadlines are detailed in the Illinois Compiled Statutes (ILCS):
 - For municipal (city, incorporated town, village, or township) libraries, the report shall be submitted within 60 days after the expiration of the fiscal year [75 ILCS 5/4-10].
 - For public library districts, the report shall be submitted on or before September 1, of each year [75 ILCS 16/30-65].

- Non-compliance/non-submission of the IPLAR is a violation of Illinois library law and jeopardizes a public library's receipt of grant funding from the Illinois State Library. Grants affected include, but are not limited to, Public Library Per Capita and Equalization Aid; Live and Learn Public Library Construction; and Library Services and Technology Act (LSTA). Standards Chapter Review — Library board and director to review "Serving Our Public 4.0: Standards for Illinois Public Libraries" all 13 chapters.

11. Vervocity – Website build out continues. Director Smith and Allaman have reviewed and returned to project designer with questions.
12. Emergency Connectivity Fund Program – Director answers questions and submits receipts. Reimbursements expected in another week.
13. Illinois State Library
 - 10-8-21 Secretary of State and State Librarian Jesse White awarded the FY2022 grant for \$24,873.00 in support of Restoring the Librarian. Director Smith wrote the grant for a whole building generator.
 - Report due 1-15-22.
14. Open Meetings Act Designee and the Director needs to complete the training every year – Director Smith will complete in January.
15. FOIA Officer and the Director needs to complete training every year – Director Smith will complete in January.
16. Stats from Grab and Go Breakfast with Santa held: Dec. 11, 2021 Biggsville lost power at 7am and power was restored around 9:15am.
We had 164 reservations for families. Of those reservations: 58 children and 50 adults attended. Reservations for 156 donuts and 151 drinks. The Belted Cow Orchard provided us with pastries and a few donuts because of the power outage. We bagged up sugar wafer cookies, pretzels and marshmallows to hand out as an improvise. We gave a gift card to Santa and Brian Clark for the use of his truck. Director Smith took pictures, Baker and Allaman handed out the breakfast, Vancil worked the circulation counter. We received a lot of gratitude for continuing to hold this event.
17. Library Days and Dates to Remember 2022 – in board binders behind the legal tab.
18. Illinois State Library Annual Library Certification Process 2022 -
Beginning in **February 15 – May 15, 2022**, every library agency must certify annually in order to be a system member. Membership in a library system is acknowledged by Administrative Rule as either developmental or full and is required in order to qualify for system services and programs/services from the Illinois State Library. This change, based on statute, is found in the following language: Illinois libraries "shall complete, on an annual basis, the certification process required for library system membership in order to apply for a grant" (Illinois Administrative Code, 23 Ill. Adm. Code 3030.200).
19. Johnson Controls Fire Protection (Tyco Simplex Grinnell) – Annual billing for the Fire Alarm Contract which provides testing and inspection of this system. All parts and service calls are billable. - \$674.24

20. United Camera Repair, Inc. – Estimate to repair the Canon Rebel T3 camera is \$209.50.
21. Henderson County Health Department will hold a covid vaccine clinic at the library on Tuesday, December 28th here at the library.
22. Alliance Digital Media Library – Proposed increase in fees starting July 1, 2022 – based on 2010 population served of 7,331 current rate is \$733.00 increase FY23/24 at 11 cents per patron \$806.00.
23. MTC Communications, ERATE
24. Southeast Iowa Garage – I called on 12-27-21 to see if the panels have come in yet and they are still on backorder.
25. Gingerbread House drawing 12-20-21 and prizes will be given to the winners.
26. Summer Reading – READ squared expires 4-30-22. Will need to renew.
27. Building Repair and Maintenance:

Long Term Goals

Short Term Goals

Dedicated Study Room
Flooring in main library

Other –

- 12-3-21 – Took Bookmobile to Absolute Transportation for the generator oil to be changed.
- 12-4-21 – Oquawka Lighted Christmas Parade – Cassiday drove the bookmobile, Director Smith, Allaman walked the parade route with two children handing out library bags.
- 12-7-21 – Held a sign painting class at the library at 6pm with Mary Ann Stimpson with 5 in attendance.
- 12-8-21 – Director Smith attended the webinar “Accessing 2020 Census Data”.
- Baker is working on Take-Make-It crafts one a month January – May.
- Tee and Baker are holding a Teen/Adult Winter Reading Program using the READSsquared app beginning Monday, January 10 – Thursday, February 24, 2022. They will hold the party Thursday, February 24th from 6:30pm-7:30pm.
- Tee and Baker are holding the Lego Challenge beginning January 10 – February 15, 2022. Three age categories: 5 and under; 6 yrs – 11 yrs.; and 12 yrs and up.

Next meeting is February 7, 2022
at 5:00 p.m.