

Henderson County Library Board of Trustees

April 5, 2021

President Russell called the meeting to order at 4:57 p.m. Present were Bates, Eisenmayer, Fisher, Pullen, Roessler, Russell, Accounting Clerk Hilligoss and Director Smith. Painter was excused.

The board met with staff member Baker and discussed suggestions for the library.

Pullen moved with a second by Roessler to approve the minutes from the March 1, 2021 meeting. Motion carried.

Financial report: Current assets are \$381,076.56. Income for March was \$1,707.15. Expenses for March were \$22,188.83. Raritan CD #1 balance \$55,780.22. Raritan CD #2 balance \$51,118.47. Bank of Stronghurst CD#1 balance \$52,715.98, Bank of Stronghurst CD#2 balance \$53,313.76.

Prop A: Fisher moved with a second by Eisenmayer to accept the financial report. Roll was called and motion carried.

Circulation for March

Library checkouts	2110	Bookmobile checkouts	558
Interlibrary loans in	435	Interlibrary loans out	395
Total circulation for March	2778		
E-books checkouts	186	E-read Illinois checkouts	13
Library attendance	465	Bookmobile attendance	122
Curbside attendance	9		

Current board positions and year current term expires, no changes in positions:

President – Diana Russell, 2024

Vice President – Thomas Pullen, 2027

Secretary – Sharon Eisenmayer, 2022

Treasurer – Judy Roessler, 2022

Trustee – Charleen Fisher, 2022

Trustee – Jennifer Painter, 2027

Trustee – Susan Bates, 2024

Director Smith is the Open Meetings Act Designee for the library and she has completed the annual electronic training on February 25, 2021.

The Freedom of Information Act Officer for the library is Director Smith. On February 25, 2021 she completed the annual electronic training.

The virtual Fancy Nancy Tea Party is scheduled for Saturday, April 10, 2021. Baker is working the recording and editing. Director Smith emailed HarperCollins Children's Books for permission to read 5 books and the photo booth is available by appointment from Monday March 29, 2021 through Friday April 10, 2021.

The board reviewed the virtual program survey.

The bookmobile has had the following repairs: March 9, 2021 at Stronghurst Collision and Repair the panel to the left side door and the panel to the left of the cap were attached. March 22, 2021 at Absolute Transportation the generator and engine oils were changed, new windshield wiper blades batteries cleaned in the generator, a larger hole installed to help the rattling of the exhaust pipe, and the start/electricity relay switch was looked at because it does not work well in cold weather. It works fine in warmer temps, so will keep a watch on the working conditions. March 16, 2021 a small portable floor heater was purchased.

Jerry Spiker removed both restrooms trash receptacles and dry walled the area. Tee painted the walls and Cassidy and Tee painted both restrooms. Cassidy painted the 4 repaired areas of the library.

On March 25 and 28, 2021 Ron White installed new vinyl flooring in the entryway and both restrooms. He painted a sealer on the concrete, which had to dry for 12 hours, because the concrete floor was wet. Ron suggested that we not use the large black rug in the entryway. There is flooring left over.

Brockway Mechanical and Roofing Co needs to inspect the east roof line.

Simpson Cleaning needs to clean the mold on the east side of the ceiling and paint with kilz.

Kenny Tharp Masonry Restoration LLC is in the process of removing the cement block wall and installing a new cement block wall in front of the air conditioner units. This was necessary because the cement wall was damaged by a wreck.

A 5 ton Goodman Air Conditioner Condensing Unit will need to be replaced by Brockway Company, Inc. The unit was damaged by a wreck.

Prop B: Fisher moved with a second by Pullen to purchase Demco child size furniture for the children's area. The total cost of the furniture is \$5,682.00. \$3345.00 will be used from memorial monies and the remaining balance of \$2237.00 will come from equipment purchase. Roll was called and motion carried.

Terri Bowman is recovering the 5 gold chairs with navy fabric that are around the brown table at the north end of the library. She is donating the fabric and the labor for this project.

The yearbooks for years 1931 through 1949, and 2020 are digitized. Allaman will be uploading them to the website. The project to digitize microfilm and newspapers at the library has been tabled at this time.

The long term goals for the library are new furnaces, new flooring in front of the circulation counter and the children's area, a generator for the building and additional parking.

There is nothing to report for the Rural Development Grant.

Prop C: Fisher moved with second by Bates to move \$2900.00 from budget line insurance to administration and to employ Vervocity to install a new website design costing \$2,900.00 for the first installment. The total cost for the new website design is \$5800.00. The second installment is due in FY 2021-2022. Roll was called and motion carried.

Other –

- 2-16-21 & 3-3-21 – Purchased 4 standing desk risers and 1 laptop riser for the bookmobile.
- 2-24-21 – Carthage PL donated 24 Young Adult Playaways to our library. The library purchased the AAA batteries and 4 auxiliary cords to be checked out.
- 3-1-21 – Blind Date with a Book Drawing of winners announced. 4 winners receive book of their choice.
- 3-3-21 – Allaman attended the webinar “Engaging Patrons with Social Media”
- 3-5-21 – Received a \$100 donation from Virginia Ross
- West Central Elementary School kindergarten teacher Mrs. Charlotte Ackermann has been collecting pennies to present to the Henderson County PL.
- 3-11-21 – Baker attended the webinar “Making Your 2021 Summer Reading Program Bright and Cheerful”.
- 3-16-21 – Purchased an air purifier for director office.
- 3-17-21 - Director ordered a Bluetooth voice amplifier speaker waterproof, wireless microphone headset loudspeaker output for outdoors. Will be used for outdoor Storytime.
- 3-22-21 – Lego Challenge winners announced. Each category received: 1st place, 2nd place, Most Creative and Overall Appearance – prizes to be awarded.
-7 years old & under, -8 – 11 years old, -Family
- Storytime – Will begin to hold outdoor Storytime in April/May as the weather improves.
- Summer reading begins May 25 – July 17, 2021, the theme is “Reading Colors Your World”.
Donation list of items for crafts is on the front counter.
- 3-31-21– Director Smith completed the 2021 Survey HR Source Job Compensation report.
- 3-31-21 – Two batteries were replaced in the fire alarm system.

Meeting adjourned at 7:25p.m.

Next meeting is May 3, 2021 at 5:00 p.m.

Respectfully submitted,

Sharon Eisenmayer, Secretary