

October 19, 2023

EAST ALTON PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

CALL TO ORDER Margaret Funke called the regular meeting of the East Alton Public Library District Board of Trustees to order at 5:50 PM. Those in attendance were M. Funke, C. Wiegand, J. Buttry, J. Richie, L. Silkwood, and J. Bricker. Also present was Jeremy Staicoff, Director. 6 present, 1 absent. Quorum established.

CORRECTIONS None

PUBLIC COMMENTS None

APPROVAL OF MINUTES **Motion: Silkwood** **Second: Wiegand**
Approve September 2023 Board Minutes
Roll call vote: Silkwood, aye; Bricker, aye; Buttry, age; Richie, aye; Wiegand, aye; Funke, aye. 6 ayes, 0 nays, 1 absent.
Motion carried.

CORRESPONDENCE Madison County Board of Review Notice
IDES Board of Review Notice

NOTES None

FINANCE REPORT **Motion: Wiegand** **Second: Buttry**
Approve expenditures & wages as presented for September 2023
Roll call vote: Silkwood, aye; Bricker, aye; Buttry, aye; Richie, aye; Wiegand, aye; Funke, aye. 6 ayes, 0 nays, 1 absent.
Motion carried.

DIRECTOR'S REPORT **Director's Report**

1. Attended webinar/workshop on upcoming solar eclipses for programming planning. Chris and Devin also attended.

2. Drafted Levy Ordinance 2023-04. Copy is included in Board packets.
3. Purchased supplies for upcoming East Alton Halloween Parade.
4. Signed our library up for the OverDrive/Libby eBook platform.
5. Took meeting with our current contracted copier company to evaluate options upon end of contract in 2024.
6. Becky and Chris spearheaded sorting of donated stamping supplies. We are looking to tentatively have a stamping station for patron use in November.
7. Staff decorated our library for Halloween, and it all looks awesome. We have received many patron compliments on it.
8. Had at least a dozen new library card sign-ups as a result of the 8th Grade class visits on 10/12.
9. Administered annular eclipse program on 10/14 as part of agreement for receiving eclipse viewing glasses.

Youth Services Report

1. Switch programs continue to be a hit.
2. I started displaying Lego Club creations in order to boost attendance. So far it has been successful.
3. A Halloween party has been planned for the 27th because the kids don't have school. There will be several games and crafts for them to participate in.
4. October SWAYS was in O'Fallon on the 11th. We talked about story time crafts and story walk.
5. The eighth grade English teachers brought their students down for an introduction to the library. Registration forms had been sent home ahead of time for parents to sign allowing their kids to get a library card. Several students were able to check out books to take with them and many others mentioned wanting to come back later with their parents.

Development & Outreach Librarian Report

1. Helped coordinate the Eclipse Event taking place on Saturday, October 14. Families will be able to watch a livestream of the eclipse, take home crafts & activities, have space-themed snacks, and leave with pairs of solar eclipse glasses. These are limited to one per person.
2. The 5th Annual Library Crawl is taking place through the month of October. Like last year, patrons must visit 5 libraries and have their passport stamped to complete it. We have incentivized patron participation by offering a drawing for a small prize to East Alton cardholders who return their

passport to us. As of October 11, we have had 68 visitors participating in the Crawl.

3. We will be participating in this year's Halloween Parade. Our theme will be Jurassic Park with an inflatable T-Rex adorning our Jeep. We will also have someone dressed in our inflatable T-Rex costume used at the T-Rex Tea Party last year.
4. Our Adult Crafternoon on October 7 went over very well! We made macramé ghosts and had 6 people in attendance.
5. Book Club continues to be a popular program. Monthly attendance ranges from 5-8 people per session.
6. Created a design for new library cards as we have run out of our old design.
7. Launched the Halloween reading challenge for the month of October. As of October 11, we have had 13 people participating.
8. The Reading Dragons & Friends have had a successful relaunch! So far, we have had 31 children pick up paper reading logs and 5 register on Beanstack.
9. Began creating the November newsletter and planning for November events.
10. Added upcoming events and newly added books to our website's front page.
11. Updated the website to include our newsletter for October.
12. Created a plethora of social media posts including: SHARE – Top Requested for August, Half Day Movie, Lego Club, September Crafternoon Group Photo, Storytime, Generation Rx, Illinois Libraries Present: Stephen Graham Jones, Read to Maui, Dungeons & Dragons Books, Maui Picture, Crafternoon: Macramé Ghosts, 5th Annual Library Crawl, Solar Eclipse Event, October Events Newsletter, Teen Book Tasting Preview, October Book Club, Pizza & Paperbacks, Half Day Movie Popcorn Video, Spooky Reads for October, Halloween Reading Challenge Announcement, September's New Books, Baby Busy Bees, Monster Rocks Event, Teen Puzzle Race, Updated Facebook Cover Photo – Halloween, Library is Closed, Halloween Window Art Pictures, Illinois Libraries Present: Grace Lin, and Crafternoon Group Photo – Macramé Ghosts

DISCUSSION

None

OLD BUSINESS

None

NEW BUSINESS

Motion: Buttry Second: Wiegand

Approve Levy Ordinance 2023-04

Roll call vote: Silkwood, aye; Bricker, aye; Buttry, aye; Richie, aye;
Wiegand, aye; Funke, aye. 6 ayes, 0 nays, 1 absent.

Motion carried.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:25 PM.