

December 15, 2022

# 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 5:47 p.m. Those in attendance were S. Hierman, J. Richie, J. Bricker, L. Silkwood, and A. Harris. Also present was the Director, Jeremy Staicoff. 6 present, 1 absent. Quorum established.

## PUBLIC COMMENTS

None

## APPROVAL OF MINUTES

**Motion: Harris Second: Silkwood**  
Approve the minutes of the November 17, 2022 board meeting.  
Roll call vote: Harris, aye; Silkwood, aye; Bricker, aye; Hierman, aye; Richie, aye; Funke, aye. 6 ayes, 0 nays, 1 absent.  
Motion carried.

## CORRESPONDENCE

“Thank You” card for the Board of Directors

## NOTES

None:

**FINANCE**

**Motion: Hierman Second: Silkwood**

Approve wages and expenditures as presented for November 2022.

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

Motion carried.

**DIRECTOR'S REPORT  
December 2022**

1. Took part in IHLS Member Day on November 17. All staff members participated in event.
2. The library participated as a drop-off location for Toys for Tots. We did get some donations but not as many as we hoped to.
3. Added WorldBook eBook platform to our services. This is a service geared toward younger readers.
4. Becky received her notary stamp and has joined Karla as the primary notaries at the library.
5. Bought a Nintendo Switch for youth programming. We received an anonymous donation specifically for this.
6. Sent thank you letter to owner of Blue Ice Creamery for generous donation of hot chocolate and cups for the historical marker commemoration event.
7. Library took part in village's "Night of Christmas" celebration by staff decorating a Christmas tree for submission to event.
8. Our library's IMRF employer rate will be reduced next year.
9. Completed and submitted our FY2023 State of IL Per Capita Grant.

**YOUTH SERVICES REPORT  
November/December 2022**

1. T-Rex Tea Party had 8 children in attendance. Parents have been telling me that everyone had a great time.
2. Winter Bingo has been scheduled for Dec. 28.
3. The last few Lego Clubs have been poorly attended. I will be reevaluating this program in the new year and deciding whether or not to continue it.
4. Story time has also not been well attended. This program will be moving to an earlier time in the new year.
5. Another program that I will be re-evaluating is the teen Maker Monday. The next one is scheduled for Dec 19 and will be a clay pot gingerbread house ornament.

6. I placed a pre-order for summer reading promotional supplies.
7. I will be trying to add a Teen Advisory Board beginning in January in order to hear thoughts from teens themselves on what they would like to see in the library.

## **Development & Outreach Librarian Report**

### **November 2022**

1. We participated in the village's Night of Christmas event by providing a Christmas tree for their competition. Our theme was 'Season's Readings.' Lindsey was a huge help in making ornaments and aiding with decorating the tree.
2. Assisted with the creation of the Poke a Tree program. Patrons who checked out an item were able to poke one of the cups for a chance to win a small prize. I was able to partner with our local Sonic to obtain a sleeve of free medium cherry limeade vouchers, which we were able to include in the cups. As of December 10, we have had 55 participants.
3. We created two take home crafts for this month. One is geared towards families (Magical Reindeer Jars) and the other for adults (Winter Hat Ornaments). They have been very popular! As of December 10, we have had 12 family crafts taken and 15 adult crafts taken.
4. Book Club had 5 attendees. While we will not have a book club in December (due to the date it falls on) we have chosen a book for January and attendees were very excited.
5. Created the December events newsletter. I have also started working on the January/February newsletter, which will go live at the end of December. We have many different and exciting programs planned for the New Year, including Family Mini Golf, Half Day Movies, Switch Tournaments, and Family Game Day.
6. I assisted with the T-Rex Storytime by dressing in the T-Rex costume and teaching the kids how to use proper tea time etiquette.
7. The Reading Dragons have been wildly popular with children. So far, over 50 paper copies have been picked up and 21 registered users are participating on Beanstack. We have created special cards for November and December and have been almost unable to keep up with restocking them!
8. Created the All the Feels: Winter Reading challenge on Beanstack and the paper log for those without internet access at home. This program will run through the month of January

and is open to adults and children of all ages. Kids will be able to get a special Reading Dragon's card when they complete their log.

9. Also designed and produced the special Reading Dragon card for the completion of the Winter Reading challenge.
10. I participated in the Reaching Forward South October meeting as a committee member.
11. Attended Illinois Heartland Library System's Member Day conference.
12. Continued working on the Seed Library. We had a large donation come from High Mowing Organic Seeds (roughly 150+ packets) and we have started to add them to the master list.
13. Updated our website with new programs, events and slides. Also updated the Resources page with our new database, World Book eBooks.
14. I purchased new nonfiction, fiction, graphic novels, and DVDs.
15. Our Facebook posts for the month include: Notary Services, Coloring & Coffee, Tea Party Etiquette, Toys for Tots, ILP: Caitlin Doughty, Lego Club, Library Crawl Giveaway Winner, Book Club, Maker Monday: Teen DIY, T-Rex Tea Party Pictures, Adult Crafternoon Group Photo, 1,000 Books Before Kindergarten – Quinn, Thanksgiving Closure, November's New Books, World Book eBooks, Happy Thanksgiving, Library Closure Meme, Reading Dragon's Deck Boxes, Reading Dragons & Friends Holiday Cards, ILP: Shauna Sever, Maker Monday: Teen DIY Gingerbread House Ornaments, December Newsletter, Holiday Logo, New Facebook Cover, Take Home Crafts, Poke a Tree, Village Christmas Tree Preview, National Cookie Day, Storytime, Digital Storytime, Winter Bingo, and Winter Window Art.

**DISCUSSION**

**None**

**OLD BUSINESS**

**None**

**NEW BUSINESS**

**None**

**ADJOURNMENT**

There being no further business, the meeting adjourned at 6:18 pm.