

March 21, 2024

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 5:45 PM. Those in attendance were C. Wiegand, J. Buttry, J. Richie, L. Timmins, J. Bricker, and A. Harris. Also present were Jeremy Staicoff, Director; Darlene Pingolt, Financial Assistant. 7 present, 0 absent. Quorum established.

CORRECTIONS

None

PUBLIC COMMENTS

None

APPROVAL OF MINUTES

Motion: Wiegand

Second: Buttry

Approve February 2024 Board Minutes

Roll call vote: Timmins, aye; Bricker, aye; Buttry, aye; Richie, aye; Wiegand, aye; Harris, aye; Funke, aye. 7 ayes, 0 nays, 0 absent.

Motion carried.

CORRESPONDENCE

The Telegraph, Monday, March 4

NOTES

None

FINANCE REPORT

Motion: Harris

Second: Bricker

Approve expenditures & wages for February 2024

Roll call vote: Timmins, aye; Bricker, aye; Buttry, aye; Richie, aye; Wiegand, aye; Harris, aye; Funke, aye. 7 ayes, 0 nays, 0 absent.

Motion carried.

Director's Report

1. Our 2nd Library Mini Golf event on March 2 was a success! We had 60 participants play on the course set up by our staff.
2. Our Library Mini Golf event received media coverage from The Telegraph.
3. Registered circulation staff for the Reaching Forward South Conference on April 19. The library will close that day as a Staff Development Day.
4. Completed IHLS' Barcode Duplication & AMH Preferences Report.
5. Currently in talks with EA Park & Rec about a possible programming partnership for this upcoming Summer.
6. Staff has been working on Peeps' diorama examples for our upcoming patron contest.
7. Received notification that the presentation I took part in in February for IHLS is being considered for use in other library learning resources.
8. Worked with Darlene to set up our new employer page through IMRF. Their new page and system went live on March 4.
9. Drafted some policy revisions that are included in the Board packets.
10. Plans are being made for some kindergarten classes to visit the library in May.
11. On a fun note, 8 members of the library staff took part in the EA Park & Rec's Trivia Night on Feb. 24. The library's team came in 2nd place.

Youth Services Report

1. Rearranging the Youth side has finally been completed. I am hoping that the new layout makes it easier for kids to find books at their level. It also leaves room for play where I will be working on adding toys and games.
2. Three kids showed up for Open Switch play. Everyone was pretty equally matched for Smash Bros.
3. We had ten come to make friendship bracelets. Most of them were having so much fun, they made several. They hung around for a bit to play and check out books.
4. Story time was small this week (I blame the nice weather) but we still had fun!
5. Registration is up for kids to receive a free tree for Earth Day. Trees will be provided by Neighborhood Forest.
6. 31 people participated in the Pokemon scavenger hunt. This month is a shamrock hunt.

7. Another small story time, but a good time was had by all.
8. I acquired an AWE Early Literacy learning station. This is a computer preloaded with games geared toward ages 2-8. I will be working on getting this set up by the end of the month.

Development & Outreach Librarian Report

1. Our Adult Crafternoon card making class on March 9 had 9 people in attendance. The next card making class for May has already had 12 people register.
2. Library Mini-Golf was a huge success! We had 60 people in attendance. Solid Impact Golf Center was kind enough to lend us clubs again. The Alton Telegraph was also here that day and took pictures. We were on the front page of the paper that following Monday. The circ staff did a fantastic job making courses!
3. Started work on refreshing and updating the Seed Collective. We were lucky enough to receive seeds from High Mowing Organic Seeds, Baker Creek Heirloom Seeds, and Fedco Seeds this year. This is slated to relaunch at the end of March.
4. Began promotion our upcoming Eclipse event for April 8. Marketing for eclipse glasses started on March 11. They will be available to East Alton/Rosewood Heights residents until supplies run out.
5. Continued planning for Summer Reading 2024, including our kickoff party.
6. Continued to represent our library as a committee member for Reaching Forward South. The upcoming conference is April 19.
7. Began creating the April newsletter and planning for April events.
8. Added upcoming events and newly added books to our website's front page.
9. Updated the website to include our newsletter for March.
10. Created a plethora of social media posts including: January's New Books, SHARE Top Requested: January, Happy Valentine's Day, Lego Club, Closed: President's Day, Mini Golf Preview, Read to Maui, Closed: Inclement Weather, Family Movie, Switch Open Play, Family Library Mini Golf, Free Tree, Mini Golf Preview 2, Storytime, March Newsletter, Maui Reminder, Mini Golf Preview 3, Baby Busy Bees, March Book Club, Mini Golf Day Announcement, Updated Cover Picture, Updated Profile Picture, April: 500 Books Before Kindergarten,

Spring Window Art, Illinois Libraries Present: Ruth E. Carter, February's New Books, Pre-Eclipse Event, Crafternoon Group Photo, Solar Eclipse Glasses, Eclipse Event, March Displays.

DISCUSSION

None

OLD BUSINESS

None

NEW BUSINESS

Motion: Harris

Second: Buttry

Approve Material Loaning Policy Revision

Roll call vote: Timmins, aye; Bricker, aye; Buttry, aye; Richie, aye; Wiegand, aye; Harris, aye; Funke, aye. 7 ayes, 0 nays, 0 absent.

Motion carried.

Motion: Harris

Second: Timmins

Approve the Personnel Policy Revision/Amendment

Roll call vote: Timmins, aye; Bricker, aye; Buttry, aye; Richie, aye; Wiegand, aye; Harris, aye; Funke, aye. 7 ayes, 0 nays, 0 absent.

Motion carried.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:37 PM.