

September 15, 2022

# EAST ALTON PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

## CALL TO ORDER

Margret Funke called the regular meeting of the East Alton Public Library District Board of Trustees to order at 5:45 p.m. Those in attendance were C. Wiegand, J. Richie, L Silkwood, J. Bricker, A. Harris. Also present was the Director, Jeremy Staicoff and Devin Eyster. 6 present, 1 absent. Quorum established.

## PUBLIC COMMENTS

None

## APPROVAL OF MINUTES

### **Motion: Silkwood Second: Bricker**

Approve the minutes of the August 18, 2022 board meeting. Roll call vote: Silkwood, aye; Bricker, aye; Richie, aye; Wiegand, aye; Funke, aye; 5 ayes, no nays, 2 absent. Motion carried.

## CORRESPONDENCE

None

## NOTES

**Discussion:** Signs in the walkway:  
No Loitering  
Do Not Play in Rocks

**FINANCE**

**Motion: Weigand Second: Bricker**

Approve wages and expenditures as presented for August 18, 2022.

Roll call vote: Weigand, aye; Bricker, aye; Silkwood, aye; Richie, aye; Harris, aye; Funke, aye. 6 ayes, no nays, 1 absent.

Motion carried.

**DIRECTOR'S REPORT****August 2022**

1. Interviewed candidate for Development & Outreach Librarian position on July 20. Extended employment offer on July 26. The new Development & Outreach Librarian will begin on September 6.
2. Set up Niche Academy training resources for staff training. Staff accounts have been created and training has been begun. There is also a patron resources part of Niche Academy that will be placed on our website for patron use.
3. Signed up our library to take part in the 2022 IHLS Library Crawl.
4. Received all of the devices from our ECF funding/grant. We have 12 of each of the following; iPads, Chromebooks, and mobile hotspots. Currently working on getting the cases and other items needed for processing them for checkout.
5. Drafted 'Mobile Devices Lending Policy' and 'Computer and Internet Use Policy' for the grant funded tech devices. Copies of each are included in the Board packets.
6. Walmart sponsored refreshments for our August 4 program with the East Alton Fire Department. They put together 100 refreshment bags for the kids that included a drink, snacks, and coloring page with crayons.
7. A patron was banned from our library on August 6 due to an act of public indecency on library property. The police were notified and a report was made.
8. Completed our library's Illinois Public Library Annual Report (IPLAR) and submitted it on August 9.
9. Set our library up to join 'Illinois Libraries Present'. Approval of the agreement required for membership. Copy of agreement is included in Board packets.

**YOUTH SERVICES REPORT****August 10, 2022**

The Summer Reading Program ended with a late performance by Sheltered Reality Drumline on July 20<sup>th</sup> with about 40 people

attending. On July 27<sup>th</sup> there was a story time/craft activity with 7 attendees, in honor of shark week.

25 people came to the library to visit the East Alton Fire Department and look through their pumper truck. I read a couple stories to the children, which were selected from a list provided by the fire department. Walmart provided a snack bag and the fire department provided fire hats and cups/pencils. They plan on a repeat performance in October for Fire Safety Month.

I had put out feelers to see if there was an interests in an Adult Craft night. Between the Facebook responses and the comments during the SRP, about 10 people showed interest. Unfortunately, the first night has several people say they were interested, but unable to attend. I will preserver, at least one or two more times, before giving up on this idea.

I will be scheduling a meeting with Renegade Gardens soon, because they are interested in partnering with us in the launch of the East Alton Seed Lending Library. I have been communicating with eight seed companies, as well Renegade Gardens, who are donating a variety of vegetable, herb, and flower seeds to get us started. These will be stored in our re-purposed card catalogue, until use this Spring. I am excited to get this venture underway.

As you are all aware, I am not continuing in the role of Youth Services Provider. I have cherished my time in this position, and there are parts of it I will definitely miss. I asked Jeremy if I could continue doing the Storytime videos, as I enjoy doing these, and know that people and patrons do as well.

Respectfully submitted by Becky Retzer.

**DISCUSSION**

**None**

**OLD BUSINESS**

**None**

**NEW BUSINESS**

**Motion: Harris Second: Silkwood**

Material Loaning Policy.

Roll call vote: Harris, aye; Silkwood, aye; Bricker, aye; Richie, aye; Wiegand, aye; Funke, aye. 6 ayes, no nays, 1 absent.

Motion carried.

**Motion: Richie Second: Bricker**

Comptroller Certification Form.

Roll call vote: Richie, aye; Bricker, aye; Silkwood, aye; Wiegand, aye; Harris, aye; Funke. 6 ayes, no nays, 1 absent.

Motion carried.

**ADJOURNMENT**

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