

September 21, 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 5:47 PM. Those in attendance were M. Funke, C. Wiegand, J. Richie, L. Silkwood, J. Bricker, and A. Harris. Also present was Jeremy Staicoff, Director. 6 present, 1 absent. Quorum established.

CORRECTIONS None

PUBLIC COMMENTS None

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

CORRESPONDENCE None

NOTES J. Buttry arrived at 5:50 PM.

FINANCE REPORT **Motion: Harris** **Second: Buttry**
Approve expenditures & wages as presented for August 2023
Roll call vote: Silkwood, aye; Bricker, aye; Buttry, aye; Richie, aye; Wiegand, aye; Harris, aye; Funke, aye. 7 ayes, 0 nays, 0 absent.
Motion carried.

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

1. Worked at OilerNation event with Devin on August 12 to promote our library.

2. Completed mandatory IMRF Employer Access Training. IMRF is switching their system up and requires all Authorized Agents to take part in this training. Darlene completed as well to ensure proper cross-training of platform.
3. Set up a new mobile device charging station near the tables in the magazine area to help patrons with their charging needs and ensure they do not need to sit near wall outlets.
4. Working out a tentative plan to send Chris and Lydia to the Illinois Library Association Annual Conference next month to ensure key staff members are up to date on issues and other items relevant to libraries, as well as specifically to bring new ideas into our library.
5. Our library will again participate in the East Alton Halloween Parade. We are waiting to officially sign up, and staff has been approached to see who would be interested in working the event.
6. Partnered with Amare, NFP to put up a display at our circulation desk promoting Recovery Month.
7. Worked with Lydia on evaluating different shelving and furniture options for the children's and teen sections.
8. Took vendor meetings to tentatively evaluate different product/service offerings we could potentially offer at our library.

Youth Services Report

1. Devin and I met with the 8th grade English teacher to discuss field trips to the library. We are hoping for quarterly visits beginning in October.
2. Both Lego Club and Story Time have had a very small number of participants.
3. I finally had a family come for the Busy Bees baby program. I discussed with the mom options for additional materials to include in the program.
4. A Would You Rather... passive program had a lot of participation. I had two different questions that were displayed for just over a week each. I will definitely be coming up with more questions to put up again in the near future.
5. SWAYS resumed on 13 September where we recapped our summer programs and discussed upcoming conferences.

Development & Outreach Librarian Report

1. Jeremy and I attended the OilerNation Celebration event held at the EAWR Campus on Saturday, August 12. We spoke

with several families in our district. Many have since come into to have library cards made.

2. I attended the Soapbox Derby to promote the library on September 9. We promoted the Reading Dragons, our upcoming events, our emergency diapers, and the Seed Collective. Several families from nearby cities started participating in the Reading Dragons program since that day.
3. Yoga with SIUE is back on Wednesdays and has 4 participants registered. Walk-ins are also welcome at each session.
4. Chestnut Health Services will host Generation Rx on September 19. This informative presentation will focus on promoting safe medication practices for all ages.
5. Began creating the October newsletter. Also began reaching out to local groups to coordinate on October programming.
6. The Reading Dragons & Friends have officially relaunched! Like last year, children are able to earn cards for every four days in a row they read. We have all new cards this year in order to keep kids interested. So far, we have had 24 children pick up paper reading logs or register on Beanstack.
7. The 5th Annual Library Crawl will begin October 1 and run through the month of October. Similar to last year, our library cardholders who participate and return their passports will be entered into a drawing for a prize.
8. Created a new fall themed profile picture and cover image for Facebook. Those went up on September 12.
9. Began working on the Halloween reading challenge for next month.
10. Added upcoming events and newly added books to our website's front page.
11. Updated the website to include our newsletter for September.
12. Created a plethora of social media posts including: Storytime, Read to a Dog!, Lego Club, Wreck This Journal, Baby Busy Bees, OilerNation Picture, Crafternoon: Card Making, New Window Art – School Theme, Book Club, Storytime with Miss Becky, Stuffed Animal Sleepover, SHARE Top Requested: July, April Read 200 Books, Pizza & Paperbacks, Diapers Available, Library Card Holder Craft, World Book, Reading Dragons, September Newsletter, Closed: Labor Day, Illinois Libraries Present: Colson Whitehead, Library Card Sign-Up Month, Generation Rx, August's New Books, September Youth Programs, Teen Book Tasting, Soapbox Derby, Half Day Movie, Read to a Dog – September, Mario Kart Free Play, Fall Facebook Cover Photo Update, Fall Logo

– Facebook, Lego Club, SHARE – Top Requested for August.

DISCUSSION None

OLD BUSINESS None

NEW BUSINESS None

ADJOURNMENT There being no further business, the meeting adjourned at 6:12 PM.