

May 18, 2023

# EAST ALTON PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

**CALL TO ORDER** Loretta Silkwood called the regular meeting of the East Alton Public Library District Board of Trustees to order at 5:48 p.m. Those in attendance were L. Silkwood, C. Wiegand, J. Bricker, J. Buttry, A. Harris, and J. Richie. Also present was Jeremy Staicoff, Director; Devin Eyster, Development & Outreach Librarian. 6 present, 1 absent. Quorum established.

**CORRECTIONS** Administer Oath of Office for newly and re-elected trustees

**PUBLIC COMMENTS** None

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

**CORRESPONDENCE** Madison County Board of Review Notice

**NOTES** None

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

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

1. Went on Riverbender Daily Show hosted by CJ Nasello (with Devin and Lydia) to discuss upcoming library programming.
2. We received the statistics from the AARP tax services for the 2023 season. 261 Federal returns and 274 State returns were completed. Roughly \$249,000 in tax refunds were paid out on those returns.
3. The painting project of various library areas is near complete. Staff really likes the work done and we have received patron compliments as well.
4. Talked with Steve Sommers from StraightUp Solar about solar proposal. Will be doing an evaluation over the next year to determine if a solar project is advantageous to the library and which vendor can help us meet our needs.
5. Talked with multiple vendors about our copier contract, which is due for renewal next year.
6. Discussed CD rates and terms with Ashley from Liberty Bank and began purchasing process.
7. Worked with Lydia and Devin to finalize Summer Reading Program lineup and events.
8. Received donation of pictures of Beall Manufacturing from patron. Passed them to the East Alton History Museum for use there.
9. Submitted Tax Computation Report to Madison County Clerk's Office.
10. Signed and submitted SHARE Annual Agreement to IHLS.
11. Drafted Ordinance 2023-01 Board Meeting Dates. Copy is included in Board packets.
12. Began work on draft of budget and appropriation ordinance, Ordinance 2023-02. Copy is included for preliminary review in Board packets.

## **Youth Services Report**

1. I put up another character scavenger hunt for May the Fourth. It only lasted for the first week of May, but I had 17 kids participate.
2. Kindergarten classes have begun walking down to the library for a story time and a chance to familiarize themselves a little bit with the library.
3. I attended Family Literacy Night at Eastwood Elementary. I gave out stickers, books, and bookmarks to the kids and gave

parents our May newsletter as well as a flyer for Summer Reading.

4. The second Read to a Dog brought in five readers. Kids took turns reading a book to Maui. Each kid read about two books.
5. The second Coding for Kids had 1 participant. We once again used SCRATCH to make a little game where one character chased another around the screen.
6. The winners of the Peep contest were Campfire Peeps and Boxcar Peeps.
7. I have been working with Jeremy, Devin, and Chris to finalize plans for Summer Reading.
8. The May SWAYS meeting was our business meeting. We chose new officers and planned the topics and themes for next year's meetings. We will not be meeting over the summer and will resume in September.

## **Development & Outreach Librarian Report**

1. Our April Crafternoon was full with 10 attendees. They made three pom pom cacti using yarn, hot glue, and mini terracotta pots. Our May craft was creating two handmade cards. We had 9 attendees.
2. The East Alton Library Seed Collective has been used by 42 patrons, with 219 packets of seeds checked out. After evaluating usage, we have increased the packet of seeds patrons can take to 12.
3. Our April Half Day Movie had 5 attendees.
4. Finalized plans for Summer Reading. Adult events will be held on Friday evenings, from 6-8 pm. We will have Courage & Grace, Riverbend Axe Throwing, a Mario Kart Tournament, and a family movie night.
5. Finished creating the May newsletter of events. Finalized the June/July newsletter.
6. Sent Summer Reading promotional materials to the school and created the flyers that went out to the Kindergarten visitors.
7. Reached out to CJ on the Riverbender Daily Show to schedule a date to visit and discuss upcoming Summer Reading programs.
8. Contacted several local organizations about donating gift cards to our Summer Reading program. Food A Fare and the Salad Shop have donated gift cards to use towards our adult prizes.

9. Our Summer Reading Kickoff Party and Finale Pool Party are planned. We will be having the Kickoff Party on Saturday, June 10 from 1-3 pm. Foam Gone Bananas will be here from 1:30-2:30. We will have yard games, activities, and more! The Finale Party will be held Saturday, July 22 from 5-7 pm at the Roxana Pool.
10. Reached out to the East Alton Fire Department and The Blue Ice Creamery to coordinate for our Kickoff Party. The EAFD will be bringing a fire truck to our kickoff party. We are in talks with Blue Ice Creamery to provide ice cream to those who attend.
11. Created the Beanstack program for adult and youth Summer Reading. Also created the adult Summer Reading paper log.
12. Continued creating Reading Dragons & Friends cards for next year's program.
13. Created a special Reading Dragons & Friends card to celebrate the children who completed the program.
14. Created graphics for all of our upcoming events and programs in May, June, and July.
15. Added upcoming events and newly added books to our website's front page.
16. Created a plethora of social media posts including: Fakemon, Peeps Diorama Contest Voting, SHARE Top Requested for March, Illinois Libraries Present: Jarrett J. Krosoczka, Toiletries for Fines, Riverbender Daily Show, Illinois Emerging Writers Competition, Lego Club, Crafternoon: Card Making, Shrinky Dinks, Half Day Movie, Sally's Retirement, Read to a Dog, Crafternoon Cacti Group Photo, National Library Week, Maui Photo, Book Club – April Reminder, Fakemon Group Photos, Teen Book Club, Coding for Kids, May Newsletter, Busy Bees, Peeps Winners, Becky's Storytime, Storytime – May, Book Club – May, Star Wars Day Drawing Announcement, Seed Collective Reminder, ePAY, Illinois Libraries Present: Jonathan Van Ness & Kristi Yamaguchi, Hotspots, Get More Seeds, Crafternoon: Card Making Group Photo, April's New Books, Diaper Bank, Summer Reading Kickoff Party, Star Wars Drawing Winner, Foam Gone Bananas.

**DISCUSSION**

Combined Budget & Appropriation Ordinance Draft

**OLD BUSINESS**

None

**NEW BUSINESS**

**Motion: Wiegand**

**Second: Buttry**

Approve ordinance 2023-01 Board Meeting Dates

Roll call vote: Silkwood, aye; Bricker, aye; Buttry, aye; Richie, aye;

Wiegand, aye; Harris, aye. 6 ayes, 0 nays, 1 absent.

Motion carried.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 6:21 pm.