

April 18, 2024

EAST ALTON PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

CALL TO ORDER

Janet Buttry called the regular meeting of the East Alton Public Library District Board of Trustees to order at 5:50 PM. Those in attendance were C. Wiegand, L. Timmins, and J. Bricker. Also present were Jeremy Staicoff, Director. 4 present, 3 absent. Quorum established.

A. Harris arrived at 6:03 PM.

CORRECTIONS

None

PUBLIC COMMENTS

None

APPROVAL OF MINUTES

Motion: Wiegand **Second: Bricker**
Approve March 2024 Board Minutes
Roll call vote: Timmins, aye; Bricker, aye; Buttry, aye; Wiegand, aye. 4 ayes, 0 nays, 3 absent.
Motion carried.

CORRESPONDENCE

None

NOTES

None

FINANCE REPORT

Motion: Timmins **Second: Wiegand**
Approve expenditures & wages for March 2024
Roll call vote: Timmins, aye; Bricker, aye; Buttry, aye; Wiegand, aye. 4 ayes, 0 nays, 3 absent.
Motion carried.

Director's Report

1. We made it through tax season! AARP did a great job in providing tax preparation services to our community. We are waiting on the final statistics to see the number of people helped through this program.
2. We are tentatively working with the East Alton Park & Recreation Department on a joint Summer Reading Program. Definitive details on such will be known toward the end of April.
3. The library handed out over 500 pairs of eclipse glasses leading up to the April 8 eclipse.
4. Filled out post eclipse survey for StarNET as part of condition of receiving eclipse glasses.
5. Began working with Darlene on early replacement planning for her position. Four members of the current staff have shown interest in applying for Darlene's position.
6. Worked out a new copier lease contract with a new vendor. We are looking at monthly savings of up to \$42 per month with the new contract based on averaging the last year's copier invoice data.
7. Sent out required State of Illinois Sexual Harassment Prevention Training materials to staff for legal compliance.
8. Began some general work on upcoming fiscal year's budget. Will be able to do more once levy numbers are received from Madison County.
9. Added Educate Station to our list of existing online services. It provides homeschooling resources, including lesson plans, worksheets, and activities.
10. Provided some information to another library's director on our Mini Golf event. They look to be hosting a similar event in their library and were looking for advice, tips, etc.
11. Midwest Members Credit Union featured us in their April 2024 'Money Dog Adventures' newsletter.

Youth Services Report

1. Three teens came in to paint pop-art lips. They asked if I would do more programs like that in the future and I assured them I would.
2. We had another big Lego day with 8 builders! There were a lot of positive comments on the new colors.
3. Story Time was a hit this week with 7 in attendance.
4. Kids of all ages came in to prepare for the upcoming eclipse by making pin-hole viewers and other crafts.

5. We had a small group for Lego Club this time, but they had a great time.
6. 32 people joined us to watch the eclipse while enjoying crafts, yard games, and snacks.
7. Another big story time with 10! Including a new family!

Development & Outreach Librarian Report

1. We updated and relaunched the Seed Collective at the end of March. High Mowing Organic Seeds, Baker Creek Heirloom Seeds, and Fedco Seeds sent us seeds again this year. Patrons are still able to take up to 12 packets of seeds per calendar year.
2. Continued planning for Summer Reading 2024, including our kickoff party. I confirmed our ice cream truck vendor for that day. I've also reached out to coordinate two larger scale adult events for Summer Reading, including axe throwing and a painting party with Riverbend Creative Studios. Adult events will be taking place on Tuesday evenings from 6 to 8 pm.
3. Met with the Parks Department regarding enhancing their children's programming over the summer. I have begun talks with Dan at Riverbend Axe Throwing in regards to a children's axe throwing camp.
4. Helped to coordinate, launch, and created marketing materials for the Smokey Bear Reading Challenge for kids.
5. Began creating graphics, marketing materials, and adult reading logs for the upcoming Summer Reading program.
6. Continued to represent our library as a committee member for Reaching Forward South.
7. Began creating the May newsletter and planning for May events.
8. Added upcoming events and newly added books to our website's front page.
9. Updated the website to include our newsletter for April.
10. Created a plethora of social media posts including: Storytime, Read to Maui, Peeps Diorama Contest, Illinois Libraries Present: Ruth E. Carter, March Book Club, Free Trees, Lego Club, Baby Busy Bees, SHARE Top Requested – February, Switch Open Play, Eclipse Event, Happy St. Patrick's Day, Pre-Eclipse Event, Solar Eclipse Glasses, Maui Reminder, Libby, Peeps Examples, Illinois Libraries Present: Dr. Temple Grandin, Lego Donations, Peeps Examples – Set 2, Seed Collective Relaunch, April Book Club, April Newsletter, Smokey Bear Reading Challenge, Happy Easter, Peeps Dioramas Drop Off,

Overdue Fines, Poem in Your Pocket, Teen Poetry Night,
March's New Books, National Library Week, April
Displays, Closed: Staff Development, Peeps Voting.

DISCUSSION None

OLD BUSINESS None

NEW BUSINESS None

ADJOURNMENT There being no further business, the meeting adjourned at 6:10 PM.