

May 16, 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 5:47 PM. Those in attendance were J. Buttry, J. Richie, L. Timmins, 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: Harris** **Second: Richie**
Approve April 2024 Board Minutes
Roll call vote: Timmins, aye; Bricker, aye; Buttry, aye; Richie, aye; Harris, aye; Funke, aye. 6 ayes, 0 nays, 1 absent.
Motion carried.

CORRESPONDENCE Madison County Clerk's Office Notice
Liberty Bank Rates Notice

NOTES None

FINANCE REPORT **Motion: Bricker** **Second: Timmins**
Approve expenditures & wages for April 2024
Roll call vote: Timmins, aye; Bricker, aye; Buttry, aye; Richie, aye; Harris, aye; Funke, aye. 6 ayes, 0 nays, 1 absent.
Motion carried.

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

1. We received our tax season statistics from AARP. 265 Federal Returns and 288 State Returns were filed. There was an approximate total of \$245,000 in refunds.

2. Submitted our ACH Validation Information to Madison County for Tax Year 2023 levy taxes.
3. Submitted Certificate of Status of Exempt Property documentation to Madison County Board of Review.
4. Signed and submitted FY25 SHARE Annual Agreement to IHLS.
5. Worked out further details on summer programming partnership with EA Park & Rec. We will be cohosting extra children's programming events this summer at the Keasler Recreation Complex.
6. Received media coverage from the Telegraph on our "May the 4th" Star Wars themed children's program.
7. Gave presentation to the Rotary Club of Riverbend East on May 9 to go over library services and upcoming Summer Reading Program.
8. Alton Memorial Hospital donated two Narcan nasal sprays to the library.
9. Received \$500 donation from the Kiwanis of Wood River Township for use towards our Summer Reading Program.
10. Received surprise donation of \$396 from a member of the Rotary Club of Riverbend East for use towards our Summer Reading Program.
11. Drafted Board Meeting Dates ordinance for upcoming fiscal year meetings. Copy is included in Board packets.
12. Drafted Notice of Public Hearing for July regarding budget and appropriation ordinance. Copy is included in Board packets.
13. Continued to work on upcoming Budget & Appropriation ordinance. Tentative first draft is included in Board packets.

Youth Services Report

1. There were 12 entries into the Peeps contest this year! The Peoples Choice winner was Bluey and the Staff Choice winner was the TV.
2. Two tweens came in to enjoy snacks and poetry for the Teen Poetry Night.
3. Story Time continues to grow with 10 in attendance.
4. We moved Maui's time up an hour in hopes to get more kids in before they settle in for dinner. Unfortunately, it was a slow day anyway and only one family came in.
5. 16 people used the force to complete their Jedi training on Star Wars Day.
6. I spoke to several new families at Eastwood Elementary's Family Literacy Night and handed out information about upcoming events as well as the Summer Reading Program.

7. The kindergarten classes walked down for a quick tour and short story time. They had so much fun learning about all of the fun things they can do at the library.

Development & Outreach Librarian Report

1. Continued planning for Summer Reading 2024. The East Alton Fire Department will be back this year to give children tours of the fire truck. We will also have ice cream and warm food provided by the Parks & Rec department.
2. Had a second meeting with the Parks Department regarding enhancing their children's programming over the summer. We are moving forward with them and have coordinated and planned several fun events for the kids.
3. Created more graphics, marketing materials, and informational signage for the upcoming Summer Reading program.
4. Reserved our Pool Party event at the Roxana Pool. This will take place on Saturday, July 20 from 6 – 8:30 pm.
5. Attended the Reaching Forward South Conference on April 19 as a committee member. We had record breaking attendance this year!
6. Started to solicit local businesses that we partnered with last year for prizes for our Summer Reading program.
7. Attended the Rotary meeting on Thursday, April 9 to discuss the library and the services we offer.
8. Began creating the June/July newsletter and finalizing events for Summer Reading.
9. Added upcoming events and newly added books to our website's front page.
10. Updated the website to include our newsletter for May.
11. Created a plethora of social media posts including: Peeps Voting, Storytime, Closed: Staff Development, Seed Collective Relaunch, Baby Busy Bees, Educate Station Resource Announcement, Peeps Entries, Star Wars Party, Poem in Your Pocket, Read to Maui, Lego Club, Teen Poetry Night, SHARE: Top Requested for March, Switch Open Play, Voting Ends: Peeps, Illinois Libraries Present: Kal Penn, Book Club – April, Peeps Prize Winners, May Newsletter & Events, Book Club – May, Maui Reminder, Teen Kindergarten, May Displays, April – 600 Books Read.

DISCUSSION

Combined Budget & Appropriation Ordinance Draft

OLD BUSINESS

None

NEW BUSINESS

Motion: Buttry

Second: Harris

Approve Ordinance 2024-01 Board Meeting Dates

Roll call vote: Timmins, aye; Bricker, aye; Buttry, aye; Richie, aye; Harris, aye; Funke, aye. 6 ayes, 0 nays, 1 absent.

Motion carried.

Motion: Harris

Second: Timmins

Set Public Hearing for Combined Budget & Appropriation Ordinance

Roll call vote: Timmins, aye; Bricker, aye; Buttry, aye; Richie, aye; Harris, aye; Funke, aye. 6 ayes, 0 nays, 1 absent.

Motion carried.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:20 PM.