

MINUTES OF THE JACKSONVILLE PUBLIC LIBRARY BOARD MEETING

May 9, 2022

The regular meeting of the Jacksonville Public Library Board of Trustees was held on May 9, 2022, in the conference room of the Jacksonville Public Library. Present were President Mary Ferguson, Noel Beard, Kevin Eckhoff, Lisa Haley, Forrest Keaton, Elizabeth Kennedy, Doris Robinson, and Katie Weeks. Craig Albers was absent. Administrative Consultant Sharon Zuiderveld was also present.

President Ferguson called the meeting to order at 5:00 p.m.

On motion of Eckhoff, seconded by Beard, and carried, the minutes of the April 11, 2022 regular meeting of the Board of Trustees were approved as corrected.

On motion by Haley, seconded by Kennedy, and carried, the financial reports for May were approved, and all properly approved bills for May in the amount of \$39,712.10 were directed to be paid out of general funds as funds are available.

Keaton reported the Endowment Fund total value was \$2,373,153.14 as of April 30, 2022 and noted that the total value had decreased by \$384,971.52 since December 31, 2021. He noted that this decrease in total value includes \$20,336.39 of cash and securities disbursements since December 31, 2021.

Administrative Consultant's Report

Zuiderveld reviewed the Interim Director's Report, April 2022. She reported that she had met with Andrew Spiro from the Illinois State Archives Records Management Division to review records retention practices. She stated that Mr. Spiro has prepared his report and will be providing the report at a meeting on May 12th.

Zuiderveld reported on Illinois Senate Bill 3497 which, if enacted, would provide for waiver of nonresident fees for persons under the age of 18. She noted that, with three District 117 schools outside the city limits of Jacksonville, this would make all children in the area eligible to have a card, but some restrictions might be placed on these cards. She will monitor developments on the proposed legislation.

Zuiderveld reported that Brittany Overby, a current student worker, has been hired to work up to 35 hours per week and will move to a salaried position in June.

Zuiderveld reported that Cors Electric has completed installation of the LED lighting on all outside lampposts and that patrons are pleased with the improved lighting in the reading rooms.

Zuiderveld reported that Gano Electric has installed the new breaker for the west patio project and that, to avoid conflict with use of the west entrance during the Summer Reading Program, the work on the west patio will start in August 2022.

Zuiderveld reported that she contacted Police Chief Adam Mefford and has arranged for two officers to make passes through the Library after school to discourage misbehavior by students, particularly those lingering outside the building. She reported that the police officers will continue their visits through the end of the school year.

Zuiderveld reported that she attended a Google Meets meeting with McD Digital, a website developer. She distributed to the Trustees a proposal for McD Digital to enhance the Library's website, noting that McD Digital is also working with the City of Jacksonville and the Jacksonville Area Visitors and Convention Bureau to rebrand their websites.

Zuiderveld reported on activities in Technical Services, Outreach Services, Circulation Services, and Youth Services and provided the written Comparative Service Report for April 2022.

COMMITTEE REPORTS

Automation/Technology

Beard reported that he would be in contact with Matt Martin and proceed with the purchase of new phone equipment.

Building and Grounds

No report.

Finance

No report.

Personnel

Kennedy reported that the Personnel Committee had completed development of the application submission process for Director-position applicants. She reported that the application requires a cover letter, resume, and three references. She noted that the deadline for applications will be May 30, 2022, and that the Director-position opening will now be posted. President Ferguson reported that the position postings with the Illinois Library Association and with the Heartland Library Services are ready to go, and that a posting with the Reaching Across Illinois Library System (RAILS) will be ready just as soon as an account matter is resolved. Ferguson also noted that a Linked-In posting will be used.

Public Relations

Zuiderveld reported that she had been on "What's On Your Mind" on WLDS radio in the usual programming slot on the third Thursday of the month.

FRIENDS OF THE LIBRARY

Zuiderveld reported that she will be in contact with Siobhan Warren, the President of Friends of the Library, to discuss having a meeting.

RAILS/RSA

No report.

OLD BUSINESS

Zuiderveld reported that she will be meeting with staff to discuss the efficacy of the Library staff's presence at the Farmer's Market and at the Downtown Concert Series, particularly in light of the current staffing level. She suggested that, if the impact of having a Library staff presence at these events is minimal, she may discontinue those efforts.

Zuiderveld and the Trustees discussed the role of Library staff related to services to students at the Illinois School for the Deaf. Zuiderveld will seek to discuss with the ISD staff the willingness of the Library to provide books and materials requested by students but not to act in the role of school librarian for ISD.

NEW BUSINESS

On motion of Beard, seconded by Kennedy, and carried, the Board of Trustees directed that Sunday hours be eliminated during the summer, with Sunday closure commencing on the Sunday during Memorial Day weekend, i.e., May 29th in 2022, and ending on the Sunday during Labor Day weekend, i.e., September 4th in 2022, and with Sunday hours re-commencing on the Sunday after Labor Day weekend, i.e., September 11th in 2022.

The Board of Trustees discussed possible issues in implementing the requirements of Illinois Senate Bill 3497, if it is adopted and requires waiver of the nonresident fee for persons under the age of 18. The Board of Trustees will monitor the proposed legislation and implement policies consistent with the legislation, if adopted by the Illinois General Assembly.

The proposal from McD Digital for enhancing the Library's website was referred to the Technology Committee for review and recommendation. Zuiderveld indicated that she would also be obtaining inputs and recommendations from the Library staff on the website's current and desired features.

There being no further business, on motion made by Kennedy, seconded by Weeks, and carried, the meeting was adjourned at 5:50 p.m.

Respectfully submitted by Forrest Keaton