

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE
JACKSONVILLE PUBLIC LIBRARY
May 13, 2024**

The regular meeting of the Jacksonville Public Library Board of Trustees was held on May 13, 2024, in the conference room of the Jacksonville Public Library. The following Trustees were present: Laura Bandy, Noel Beard, Beth Capo, Kevin Eckhoff, Lisa Haley, Forrest Keaton, Katie Weeks and Elizabeth Kennedy. The following Trustee was absent: President Mary Ferguson. Library Director Jake Magnuson was also present.

Eckhoff called the meeting to order at 5:02 p.m.

The Jacksonville Public Library welcomed new Trustee Beth Capo, who took her oath and was inducted into the Jacksonville Public Library Board of Trustees.

On motion of Haley seconded by Weeks, and carried, the minutes of the April 9, 2024, meeting of the Board of Trustees were approved as presented.

The financial reports and bills were reviewed. On motion of Beard, seconded by Haley, and carried, the financial reports for May 2024 were approved, and all properly approved bills and payroll for May 2024 in the amount of \$72,863.63 are to be paid out of general funds as funds are available.

Keaton reported the Endowment Fund market value was \$2,315,663.53 as of April 30, 2024, and noted that, after taking into account \$28,617.90 of cash disbursements since December 31, 2023, the market value had decreased by \$8,731.31 since December 31, 2023.

DIRECTOR'S REPORT

Magnuson reviewed the Director's Report for April 2024. He reported that Graham Slam Custodial Service started cleaning the library on the 1st. They are getting into a routine, but for the most part things have been going well.

Magnuson reported that on the 2nd, he noticed that one of the windows on the west side of the building on the main floor near the mystery section was broken. Magnuson contacted the library's insurance agent and the City Clerk and received an estimate for repairing the window from Doug Megginson at Neff Colvin. Magnuson was told by the City of Jacksonville to go ahead and schedule the repair with Neff Colvin. The window will be replaced when the other windows are replaced. Megginson thinks this will take place in the next couple weeks.

Magnuson reported that a representative from Demco visited the library on April 3rd to look at the library space and discuss some possible furniture upgrades. Magnuson received several comments in the past about how uncomfortable and difficult to get out of the meeting room chairs are. The chairs are used for all programs and storytimes that take place in the meeting room as well as Music Under the Dome performances, so they need to be light-weight, easily cleanable, stackable so they do not take up too

much space in the meeting room when they aren't in use, as well as having arms so they are easier to get out of. Magnuson also discussed updating the furniture in the children's area to something more modern and durable while still maintaining some of that traditional library style, and there was further discussion regarding whether or not the meeting room should be painted and freshened up.

Magnuson reported that in lieu of a formal meeting, the Friends of the Library board hosted a reception for the winners of the Author of the Year Contest on the evening of the 18th in the meeting room. Magnuson reported that the Friends had a capacity crowd of supporters who listened to all but one of the authors read their winning entries. The winners received their prize money from The Farmers State Bank and Trust Company. Most of the contest judges attended and were acknowledged with thanks and a gift. Refreshments were served by the board members.

Magnuson reported that the Friends of the Library board is pleased with the record number of entries in both poetry and prose categories and with successfully generating interest and involvement from the whole community. *The Jacksonville Journal-Courier* published a front-page story about the event in the 20th-21st issue of the paper.

Magnuson reported that Jamie Cosgriff from Graham & Hyde sent him the names of a couple of roofing contractors that specialize in tile roofs. Magnuson reached out to them and have so far heard back from one, Renaissance Roofing out of St. Louis. They will be here in early May to look at the roof and provide an estimate for addressing the issues Jamie pointed out in the facility assessment.

Magnuson also attended a three-session series about DIY Strategic Planning. The most recent strategic plan ran 2019-2021, so the second half of that timeframe was skewed by the pandemic. A new one will probably be in order sometime soon.

Magnuson reported he had his monthly segment on WLDS, discussing upcoming events at the library. *The Jacksonville Journal-Courier* published numerous articles about upcoming library events. There were several articles published about our eclipse program on the 8th, including a front-page article in the April 9th issue. They also published several photographs of the event on their website. The 27th-28th weekend edition featured articles about the Nichol DelGiorno Music Under the Dome performance and Mary Susan Farmer's art display in the cases in the library rotunda.

Magnuson reported that Ali hosted her final basic computer skills workshop – it was well attended. There were 10 patrons that attended each week. There is a need for more basic computer and technology skills classes for the patrons of the JPL, and Ali is working to put together another iPhone class, as well as planning to visit Cedarhurst with Heidi once a month to provide technology check-ins for people needing assistance with their phones and tablets as well as eBooks.

Magnuson reported that Adult Programming was very well attended in April. The largest program of the month was the Solar Eclipse event held on the 8th which attracted over 150 patrons. There were solar eclipse glasses for all, crafts and sidewalk art, and water to keep everyone cool. Adult Book Club was well attended this month,

playing host to 8 Page Turners. This month's movie night showed 42 in honor of the beginning of baseball season, and there were 6 patrons who attended. Local owl lover Mark Glenshaw put on a very educational and fun presentation on the owls of Forest Park in St. Louis on the 25th. 8 patrons attended this program and Mr. Glenshaw has expressed his desire to return next year to possibly present again. Nichol DelGiorno gave the final performance of the 2023-24 season of the Music Under the Dome series. Overall, the series attracted just under 300 patrons this season.

Magnuson reported that Ali has been working with Brittany to put together the adult summer reading program. The program will run much as it has in previous years, with a reading log for the patron to complete and turn in for various prizes and will be entered into a final drawing upon the conclusion of the program in July. Ali will also hold a craft or movie event one Saturday in both June and July, TBA.

Magnuson reported that Heidi visited all the scheduled residences, adding new patrons in several locations as interest in the mobile library continues to grow

Magnuson reported that The Lions Club of Jacksonville hosted a Chamber of Commerce Business After Hours event on the 4th to celebrate 100 years of service to the community. Heidi set up a display table featuring information about the library's large print book collection, outreach delivery services, and the Talking Books program.

Magnuson reported that Youth Services spent most of the month preparing for the Bluey party on the 13th. It was a great success, attracting around 140 people. Magnuson reported that there were crafts, games, and snacks and a visit from Bluey. Families seemed to have a great time. Now that it is over, Courtney has turned her attentions to Summer Reading Program planning.

Magnuson reviewed the Comparative Service Report for April 2024.

COMMITTEE REPORTS

Automation/Technology

Magnuson reported that the staff computers are next in line for upgrades.

Building and Grounds

Magnuson reported that he is waiting to hear back regarding the status of several projects.

Finance

No report.

Personnel

No report.

Public Relations

No report.

FRIENDS OF THE LIBRARY

See notes in Director's Report.

RAILS/RSA

Magnuson reported that RSA is converting into an independent agency and obtained the required number of IGAs needed to do so.

OLD BUSINESS

No report.

NEW BUSINESS

Sensory-Friendly Storytimes

Magnuson reported that he received an email from a patron requesting sensory-friendly storytimes for children with special needs. Courtney has already been working on developing this and will be offering this program within the next few months.

Magnuson reported that Courtney is reaching out to possibly partner with an outside agency with sensory-friendly programming experience to make this a more successful endeavor.

ADJOURNMENT

There being no further business, on motion made by Beard seconded by Bandy, and carried, the meeting was adjourned at 5:43 p.m.

Respectfully submitted by Ali Jones