

Minutes of the Jacksonville Public Library Board Meeting

June 12, 2023

The regular meeting of the Jacksonville Public Library Board of Trustees was held on June 12, 2023, in the conference room of the Jacksonville Public Library. The following Trustees were present: Mary Fergurson, Craig Albers, Noel Beard, Lisa Haley, and Katie Weeks. The following Trustees were absent: Forrest Keaton, Elizabeth Kennedy, Doris Robinson, and Kevin Eckhoff. Library Director Jake Magnuson was also present.

President Fergurson called the meeting to order at 5:00 pm.

On motion of Beard, seconded by Albers, and carried, the minutes of the May 8, 2023, meeting of the Board of Trustees were approved as presented.

The financial reports and bills were approved. On motion of Beard, seconded by Weeks, and carried, the financial reports for June 2023 were approved, and all properly approved bills for June in the amount of \$56, 798.82 are to be paid out of general funds as available.

Magnuson reported the Endowment Fund total market value was \$2,223,008.74. Also reported was the actual value of the Special Reserve Account (as of 5/31/23): \$466,464.99.

DIRECTOR'S REPORT

Magnuson reviewed the Director's Report, May 2023. He reported that May was a busy month around the library, particularly in preparation for summer reading activities.

Magnuson reported that the pigeons nesting on the front of the building continue to be a problem. Orkin assessed the situation and presented a quote of \$7,025.00 to install bird-repellant pucks. The building was also assessed for bats, and no evidence of bats was found, although a few possible entry locations were identified. The high price was partially attributed to the cost of the lift needed to reach the area.

Magnuson reported that the auditors visited the library on May 11, 2023, and all appears to be in order.

Magnuson reported that Jeremy from Security Lock Company provided an estimate for the cost of re-keying the interior locks into a master key system and to replace a few lever handles that cannot be re-keyed. The estimated cost is \$708.

Magnuson reported that the Public Library Per Capita Grant award letter was received from the Illinois Secretary of State. The library will receive \$25, 983.60 in 2023.

Magnuson reported that starting in June, members of U.S. Representative Mary Miller's casework team will be using the library conference room monthly to meet with constituents and to assist them with issues involving federal agencies.

Magnuson reported that he spoke with Jamie Cosgriff at Graham & Hyde Architects about having a new facilities assessment done since it has been 5 years since the last assessment. Cosgriff will provide a proposal soon.

Magnuson reported that he had spoken with City Attorney, Dan Beard, regarding the Decennial Committee on Local Government Efficiency Act that was discussed at the May board meeting. Beard agreed that the Act does not apply to the Library Board because we do not directly levy taxes. Beard will provide a written opinion soon.

Magnuson reported that the Friends of the Library met on May 18, 2023. The minutes and Treasurer's report from April were approved. Becky Williams was introduced and elected to become a new board member. Discussion included the Garden Club, a review of the Author of the Year contest, and the selling of bookmarks created by board member Emily. The membership drive is ongoing, as are sales at the Bookstore Under the Stairs. A large book sale is planned for the end of the year.

Magnuson reported that he discussed upcoming library events on his regular segment on WLDS radio.

Magnuson reported attending several RSA/RAILS webinars in May. He was also accepted to attend the Illinois Library Association's Directors University, a hybrid training for new directors.

Magnuson reported that the library continues to provide excellent service to its patrons. The Adult Summer Reading Program was finalized.

Magnuson reported that Adult Services, under Ali Jones, has been busy with technology appointments, and Adult Services programming. The first meeting of the Page Turners Book Club was well attended. Other programming included movie night, rock painting, and Zoom programs. It was also reported that Jones coordinated the implementation of the Summer Bookmobile. It made 3 stops and had a good response.

Magnuson reported that, in Outreach Services, Heidi Estabrook continued with scheduled visits to residences and apartment communities to deliver books and order books from other libraries as needed. Estabrook attended a meeting of the newly formed Senior Care Information Group. She also participated in an open house hosted by the Lions Club of Jacksonville with a display of large print books and a talking book machine. The Lions Club has donated over \$30,000 to the Jacksonville Public Library for the purchase of large print books since 1976.

Magnuson reported that the Youth Services Summer Reading Program will begin on June 13, 2023. Courtney Langdon has also developed good relationships with parents and Baby Storytime has been well attended. Langdon continues to develop this baby program. Kindergarten classes from Our Saviour Grade School visited the library in May, with the teachers providing positive feedback. The Teen Advisory Board continues to provide a positive and creative environment.

Magnuson reviewed the Comparative Services Report for May 2023.

COMMITTEE REPORTS

Automation & Technology

The new website is close to being finished. The new phones are installed.

Building & Grounds

See Director's Report for the discussion of the bird problem and the new building assessment.

Finance

No report.

Personnel

No report.

Public Relations

No report.

FRIENDS OF THE LIBRARY

See Directors Report regarding new officer and ongoing membership drive.

RSA/RAILS

No report.

OLD BUSINESS

None

NEW BUSINESS

None

There being no further business, on motion made by Haley, seconded by Beard, and carried, the meeting was adjourned at 6:00 p.m.

Respectfully submitted by Lisa Haley