

LINCOLN PUBLIC LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING

August 11, 2022

5:30 pm

620 Broadway Street

PRESENT: Thomas Zwilling, Tim Bacus, Keith Leesman, Susan Rohrer, Roger Michalsen

ALSO PRESENT: Mike Starasta, Caroline Kiest, Donna Cunningham, April Jensen

1. CALL TO ORDER: Zwilling calls the Lincoln Public Library Board of Trustees meeting for August 11, 2022 at 5:30 pm.

2. ADDITIONS TO THE AGENDA: None

3. EXECUTIVE SESSION – Including 5 ILCS 120/02(c)(1) and/or (6): None

4. PUBLIC COMMENTS: None

5. APPROVAL OF THE MINUTES/CORRECTIONS: Leesman questioned the date of the August 8th meeting. Starasta clarified, the 8th was for September and the 11th is for August. Bacus asked about moving the IMRF funds. Starasta said that they couldn't be moved. Leesman asked for a motion to approve the Lincoln Public Library Board Meeting Minutes for July 21, 2022. Bacus seconded. Motion carried 5 – 0.

6. NEW BUSINESS

a. Monthly financial reports: Bacus said next month financial reports need to be revised. Bacus said Abbott Accounting would like to access the Library's banking accounts online, so it would make it easier for them to do the financial reports. Bacus asked for a motion to let Abbott Accounting access the Library's bank accounts online. Leesman seconded. Motion carried 5 -0. Leesman said the financial reports need to be recalculated. Bacus asked for a motion NOT to accept the August's monthly financial reports. Michalsen seconded. Motion carried 5 – 0.

b. Report from April: Jensen asked if the Board had any questions about her report. Jensen reported that there was a major water leak in the Annex basement and ServPro was in the process of cleaning it up. Jensen said the Annex Circulation has new employee, Zachary Buscher. Jensen said she made changes to the statistical reports.

c. Report from Donna: Cunningham asked if the Board had any questions about her report. Rohrer asked Cunningham if the Summer Reading Program was successful. Cunningham

stated it was much better than last year. Cunningham said the Youth Services will not have any part time employees starting next week.

d. Report from Caroline: Kiest asked the Board if they have any questions about her report.

7. OLD BUSINESS/FEEDBACK AND FOLLOW- UP

a. Tile work: Starasta hasn't heard back from Phil Ackerman.

b. Beltone damage: Starasta said Brady's Painting is still working on the damage. Rohrer asked how the water leak started in the Beltone area. Zwilling said nobody knows.

c. Budget vote: Starasta passes the 2023-2024 budget for Lincoln Public Library to the Board members. Bacus asked for a motion to accept the 2023-2024 budget. Leesman seconded. Motion carried 5 -0.

d. New Board Member: Starasta said both Elaine Knight and Sherry Bay are interested in being Board members. Both Elaine and Sherry were unable to attend the August, Board meeting. Starasta read an email from Sherry Bay. Starasta read an email from Libby Anderson about resigning from the Board. Leesman wants Starasta to talk to Elaine and Sherry about Board duties.

e. Misc.: Bacus said people have talked to him about the Library some positive feedback and some negative. Bacus said the Library should conduct a community and internal survey to understanding what is needed for the Library. Leesman said a survey was set up but got pushed back.

Jensen leaves at 6:10 pm

Bacus says to get the survey set up by October. Michalsen said have the survey questions ready by September. Bacus inquired about Hoopla streaming service. Starasta said Hoopla is expensive. Leesman said someone should do research on grants to help offset the expenses in the Annex building.

9. DIRECTOR'S REPORT

a. Dehumidifier: Starasta said Thom's put in the dehumidifier in the Annex basement.

b. Roof Update/Bids: Starasta said he hasn't heard anything from the company about the roof scope study.

c. Stop Sign: Starasta said the cost of a flashing stop sign would be \$1,500.00. Rohrer asked if the Library could apply for a grant to pay for the stop sign.

d. Book Sale Planning: Starasta said on August 13th, the Boy Scouts will be moving the books from the Annex basement to the Pegram room.

e. Employee Retention: Starasta did an exit interview with both Christy and Lydia. They both stated, they liked their jobs but the pay needs to be higher. Starasta gave the Board a sheet that listed what other Public Libraries in Central Illinois are paying their part time employees. Bacus said for the Library to get more qualified employees, the Library needs to increase the pay. Leesman said the Board needs to set up a committee to look at the employee pay. Leesman said he would be willing to head up the committee. Starasta said he would join. Starasta asked Cunningham to join the committee. Cunningham said yes. Rohrer said the pay increase should keep the part time employees to stay longer.

f. Misc.: Leesman said the Library Board should do a special recognition for Bill Vinyard's service on the Library Board. Rohrer said the Library should have plaque listing previous Board members and adding Libby Anderson's name.

10. ADJOURNMENT

Rohrer asked for the Lincoln Public Library Board of Trustees Meeting for August 11, 2022 adjourn. Bacus seconded. Motion carried 5 -0.

Respectively submitted,

Caroline Kiest
Recording Secretary