

Eldorado Memorial Public Library District

Minutes of the Board of Trustees' Meeting

February 13, 2025

Present: Trustees – Jeff Campbell, Hailey Parker, Kara Lloyd, Audra Poore, Taylor Barr, Keith Robinson library director and Corina Gilley library assistant director

Absent: Trustee - Mike Vessel

President Jeff Campbell called the meeting to order at 5:37 p.m.

Public Citizenry: Noah Lambert

The minutes of the previous meeting were read. Hailey Parker moved to approve the minutes as presented.

The Treasurer's Report was presented. Kacy Lapington made a motion to accept the report and to pay the bills. Taylor Barr seconded the motion. All voted "aye" with a roll call vote.

There was a treasury question from Keith. The library needs a budget mock up in the coming months. Hailey Parker suggested that the board needed to consider establishing a Finance Committee. Kacy Lapington stated that we could have Patsy Simpson and Marty Watson help with creating that committee.

Librarian's Report -- Keith Robinson presented the Librarian's Report. There were 1,347 items circulated last month. Many library services were utilized in January . . . notably the Mango Language and Heritage Quest together had 18 sessions. Keith explained that he has been in contact with Allan Ninness concerning offering warming center services. Corina designed a new monthly library information pamphlet. The library has been accepting applications for a part time library clerk. Staff has been busy at work around the interior of the library – removing old books, the public notices area, organizing the foyer and meeting room. The board acknowledged that the hard work really shows. Corina has been coming up with ideas for future programming with schools and community leaders. The total receipts coming into the library this month totaled \$1,812.17.

Taylor Barr stated that it would be beneficial to add library programs to facebook events and put the pamphlet online to help with community involvement.

Keith also presented that the Illinois Heartland Library Services wants interested board members. Trustees also need Open Meetings Act and Sexual Harrassment training. IHLS has made videos called ILead for board trustee training.

Unfinished Business: Noah Lambert was here again as an advocate for Alyssa Henson. Alyssa is interested in working at the library. She has stated that she would like to work on Saturdays because that is a day when transportation would not be an issue for her. Keith would like to

train 2 new hires on Saturday with Sherri. After training, they could take Sherri's Saturday shift and allow Sherri to work another day gaining more hours. Alyssa is only able to work a certain number of hours a week.

New Business

1. Statement of Economic Interest List – Board members must fill out their statements of economic interest lists and turn in before May 1st, 2025.
2. Filling Vice President Vacancy – Lora Brothers resigned from the board leaving this position open. Kacy Lapington volunteered to take this role. Hailey Parker made a motion to approve and Audra Poore seconded the motion to appoint Kacy Lapington as board vice president.
3. Renewal of Heritage Quest Online Genealogy Service – Keith explained that the staff has been making this service more available to patrons. Hailey Parker motioned to approve this renewal of Heritage Quest Online Genealogy and Kacy Lapington seconded it. All voted “aye” with a roll call vote.
4. Generac Generator Maintenance Proposal – Cummins Sales and Service. If we renew, it is \$12,000 for a 5 year service plan. Inspection would be every year and maintenance every year. Keith stated that he had not gotten a second opinion yet. There was talk about how reliable this company was and how expensive it might be to actually fix the generator. Trustees decided to get second and third opinions before committing to Cummins. Kacy Lapington offered there was no need to rush as the First Christian Church is established and has many services to continue to be the main warming center in our community.
5. Lazerware Network Equipment Update Quote – We have spent \$6,000 already from our technology grant. The quote to update the equipment is \$3,306. We have grant money left, and it would be cost beneficial to replace the older equipment. Hailey Parker approved spending the grant money and Taylor Barr seconded it. All voted “aye” with a roll call vote.
6. Potential Update to Library Hours of Operation – Currently there are 6 people on staff. It is imperative to have 2 people on shift at all times. Right now operating hours are 9 a.m. to 7 p.m. The new positions is being advertised as 3 days a week. Keith is wanting to make the shifts longer while changing hours to 10 a.m. to 6 p.m. He is proposing to make Saturday hours longer, too. Keith feels that it would be beneficial to cut the library's operating hours to 8 hours a day. That would allow 2-3 employees to work one full day while keeping 2 employees in the building at the same time. Keith is also hopeful concerning the applications that have been received to fill the new position.

The board discussed the update of library hours at length. Library programming was a concern because it takes place in the afternoon into the evening hours. Books with Mrs. Barr has been very popular with children and parents lately. That program would not work with new hours. Low attendance in the evenings could be due to the winter months with summer months being a time when patrons frequent the library more in the evening hours. There was much discussion about shortening hours on the weekdays and lengthening the hours on Saturdays. It was decided to table this issue until the community had a chance to weigh in on the way that a change in hours would affect them.

7. Reaching Forward South Conference – Approve attendance of Keith Robinson, Corina Gilley and Mason Pietsch for the April 4th one day conference in Effingham, IL. Hailey Parker motioned to approve library attending the conference and Kacy Lapington seconded it. All said “aye” in a roll call vote.
8. Other new business – Hailey would like to dissolve the safety deposit box at First Southern Bank. Taylor brought up celebrity reader that will be taking place at Eldorado Elementary School on Friday, April 11th. Kacy Lapington is planning a high school book club on March 19th at 3:15. The book is The Thursday Murder Club by Richard Osman. Friday, April 10th Taylor Barr and the Garden Club are going to collaborate on Books with Mrs. Barr.

Adjournment: The meeting was adjourned at 7:20 p.m. The next meeting will be held on March 13th, 2025 at 5:30 p.m.

Submitted by Kara Lloyd, Board Secretary