

Du Quoin Public Library Board of Trustees Minutes
March 9, 2015

President Joy Upton called to order the meeting of the Du Quoin Public Library Board of Trustees on March 9, 2015, at 6:30 p.m. in the Du Quoin Public Library located at 28 S. Washington Street, Du Quoin, IL.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA: Josh Gross led the board/staff in the "Pledge of Allegiance to the Flag" following the president's call to order.

ATTENDANCE

Roll call was collected by Barbara Croessman.

Members present: Joyce Calvert, Carol Downs, Gail Durkota, Josh Gross, Leanna Leek, Larry Underwood, and Joy Upton.

Members absent: Sarah Doerner

Library staff present: Kristina Benson and Barbara Croessman

Guests present: Betty Eastman

APPROVAL OF MINUTES/CORRECTIONS:

The minutes of the February 9, 2015, meeting of the Du Quoin Public Library were reviewed. A motion to approve the minutes for the February 2015 meeting as corrected (the spelling of Gail Durkota's last name) was made by Josh Gross and seconded by Larry Underwood. The minutes will be filed as printed.

Following the review of the minutes, the oath of office was given to Betty Eastman and Josh Gross.

FINANCIAL REPORT:

A motion to accept the February 2015 City Financial Report subject to audit was made by Larry Underwood and seconded by Josh Gross. Motion approved.

A motion to pay the bills for March 2015 was made by Josh Gross and seconded by Leanna Leek. Motion approved.

LIBRARIAN'S REPORT:

Kristina Benson, Library Director, distributed her monthly report for February 2015. (See report for details). This was reviewed with the board and Kristina noted the following points of interest:

Grants & Donations

-The library is in the middle of the FY2014 Per Capita grant spending cycle.

-E-Rate Form 471 is open until March 28. The second form will be filed at the end of the week of March 9. There may be money available to increase wireless capabilities.

-The library has received memorials for Mr. Don Porter and Mr. Charles Swinney.

-The staff is preparing for this year's summer reading program. We are searching for program ideas and funds and considering using the national program's theme, "Every Hero Has a Story" instead of the state's program theme, "Reading Rocks."

Events & Outreach

-Two adults attended the Food for Thought Book Club review of "The Monogram Murders" by Agatha Christie on February 17.

-Kristina was interviewed for the WSIL segment on libraries celebrating Dr. Seuss's Read Across America week. It was aired on Monday, March 6, at 6:00 a.m., and it can be viewed online.

-There were 15 children attending story time in February.

-Three adults attended the chocolate tasting event at the library.

-Events in March at the library include story time on Saturdays; "Physics of Flight" animal show on March 17 in partnership with John A. Logan Family Literacy; and a "Head Strong-Brain Training" program for adults on March 26 in partnership with the University of Illinois Extension.

Changes & News

-Kristina met with Brian from Lazerware to discuss E-rate, technology planning, PCI compliance for the credit card machine, and the ability to upgrade our firewall with the changes in E-rate funding.

Volunteers

-High school volunteers continue to scan photos for the Robert Morefield project. Kristina plans to show the girls how to use an academic library before they graduate.

Upcoming Goals & Due Dates

-Upcoming goals and completed assignments include: completing the IPLAR form; completing patron purge for IPLAR; filing the E-Rate Form 471; rebuilding the library's website; working on inventory; cleaning up the internet agreement; being PCI compliant with Security Metrics and Lazerware by April 3; and working with Pam Collins for a Family Literacy/Penny Severns grant.

Following the February librarian's report, Kristina went over the IPLAR report with board members.

STANDING COMMITTEE REPORTS:

FINANCE COMMITTEE: None

GRANTS COMMITTEE: Larry Underwood turned in a packet of potential grants to Kristina.

PERSONNEL: None

POLICY: None

BUILDING AND GROUNDS: None

LONG RANGE PLANNING: None

PUBLICITY AND PROMOTIONS: Kristina thanked Sarah Doerner for having the Dr. Seuss display in the library for the month of March.

GENEALOGY COMMITTEE: None

OLD BUSINESS:

A motion to allow Kristina to purchase furniture for the wireless station at \$300-\$500 per chair was made by Larry Underwood and seconded by Joyce Calvert. Motion approved.

A motion to pay \$100-\$200 for Software filter option for protection with Lazerware was made by Gail Durkota and seconded by Larry Underwood. Motion approved.

NEW BUSINESS:

The board decided to further explore the addition of a vinyl wall cling to honor former Trustees.

ADJOURNMENT:

The meeting adjourned at 7:48 p.m. The next meeting is scheduled for Monday, April 13, at 6:30 p.m.

Respectfully submitted,

Barbara Croessman