

**Du Quoin Public Library Board of Trustees Minutes  
May 9, 2016**

President Joy Upton called to order the meeting of the Du Quoin Public Library Board of Trustees on May 9, 2016, 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**

Leanna Leek led the board and staff in the "Pledge of Allegiance to the Flag" following her call to order.

**ATTENDANCE**

Roll call was collected by Barbara Croessman.

Members present: Joyce Calvert, Sarah Doerner, Betty Eastman, Pat Ferrari, Leanna Leek, and Joy Upton.

Members absent: Carol Downs, Gail Durkota, and Larry Underwood

Library staff present: Kristina Benson and Barbara Croessman

Guests present: None

**APPROVAL OF MINUTES/CORRECTIONS:**

The minutes of the April 11, 2016 meeting were reviewed. A motion to approve the minutes as written was made by Pat Ferrari and seconded by Betty Eastman. The minutes will be filed as printed.

**FINANCIAL REPORT:**

A motion to accept the April 2016 City Financial Report subject to audit was made by Sarah Doerner and seconded by Joyce Calvert. Motion approved.

A motion to pay the bills for May 2016 was made by Leanna Leek and seconded by Sarah Doerner. Motion approved.

**LIBRARIAN'S REPORT:**

Kristina Benson, Library Director, distributed her monthly report for April 2016. (See report for details). This was reviewed with the board, and Kristina noted the following points of interest:

**Grants & Donations**

-The library received \$7,636.25 from the FY2015 Per Capita Grant that needs to be spent by August 15, 2016. A dedicated amount was paid to personnel, and the remaining amount will be spent on database subscriptions and the adult collection.

-The library has not received an award notice from the E-rate application that was filed.

-With approval from the board, the Casey's Grant will be used to provide food for this summer's children's reading program.

### **Events, Outreach, and Training**

- May events include Betty Eastman reading "The Poppy Lady" to children on Saturday, May 14, Monday movies, and an end of the school year party for children.
- The library will be closed for Memorial Day on Monday, May 30.

### **Changes & News**

- The 3M Cloud Library is now available for patrons.
- The computers in the children's area have been installed and are Internet accessible through the library's Wi-Fi. All Internet accessibility in the library is filtered to board-approved standards.
- Four more resume software packages have been installed on patron computers thanks to the donation made by Pat Ferrari.
- The library will be working with the Du Quoin Elementary School for Family Reading Night. The library staff will be dressing up as the mouse from the book, "Give a Mouse a Cookie" or Olivia. The staff will have the costume for four days at a cost of \$150 to \$250.
- Included in the board packet is a library service area map provided by the Illinois State Library. It shows what parts of Illinois are not covered by local library service.
- Representative Teri Bryant may pay a visit to the library concerning the Illinois Seed Sharing bill.

### **Upcoming Goals & Due Dates:**

- Upcoming goals include: working on the Robert Morefield collection; reviewing lost books and billing other libraries for outstanding items before the school libraries close for the summer; hosting the "Classics for Kids" music program in June; preparing for the summer reading program; and scheduling for Kristina's vacation June 17-22.

### **STANDING COMMITTEE REPORTS:**

**FINANCE COMMITTEE:** None

**GRANTS COMMITTEE:** None

**PERSONNEL:** None

**POLICY:** None

**BUILDING & GROUNDS:** None

**LONG RANGE PLANNING:** None

**PROMOTION & PUBLICITY:** None

**GENEALOGY COMMITTEE:** None

**OLD BUSINESS:**

In old business, Kristina gave an update on the transfer of funds from The Illinois Funds account and U. S. Bank account.

**NEW BUSINESS:**

Kristina went over the replacement schedule for computers proposed by Lazerware. After a discussion, it was decided to find out more information about the cost for the replacements.

In other new business, it was announced that Inez Eisenhower bequeathed a china cabinet to the library.

A motion to put the microfilm reader on the list for other libraries to accept was made by Betty Eastman and seconded by Leanna Leek. Motion approved.

A motion to keep the non-resident fee at \$30 was made by Pat Ferrari and seconded by Sarah Doerner. Motion approved.

**ADJOURNMENT:**

President Upton adjourned the meeting at 7:23 p.m. The next meeting will be scheduled for Monday, June 13, at 6:30 p.m.

Respectfully submitted,

Barbara Croessman