

**Du Quoin Public Library Board of Trustees Minutes
July 11, 2016**

President Joy Upton called to order the meeting of the Du Quoin Public Library Board of Trustees on July 11, 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

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

ATTENDANCE

Roll call was collected by Betty Eastman.

Members present: Joyce Calvert, Carol Downs, Sarah Doerner, Gail Durkota, Betty Eastman, Leanna Leek (6:45 p.m.), Larry Underwood and Joy Upton.

Members absent: None

Library staff present: Kristina Benson

Guests present: Jacob Emling

APPROVAL OF MINUTES/CORRECTIONS:

The minutes of the June 13, 2016 meeting were reviewed. A motion to approve the minutes as written was made by Joyce Calvert and seconded by Gail Durkota. The minutes will be filed as printed.

FINANCIAL REPORT:

A motion to accept the June 2016 City Financial Report subject to audit was made by Carol Downs and seconded by Larry Underwood. Motion approved.

A motion to pay the bills for July 2016 was made by Larry Underwood and seconded by Sarah Doerner. Motion approved.

LIBRARIAN'S REPORT:

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

Grants & Donations

-The check from the FY2016 Per Capita has been received in the amount of \$4,709.12.

-The award letter for E-Rate has not arrived.

-There has not been a response from the Casey's General Store grant to donate 10 pizzas for this summer's reading program.

-Work will begin on the Illinois State Library Live and Learn Construction grant after the summer reading program is finished.

-A Best Buy Technology grant may provide funds for a robotics club.

Events, Outreach, and Training

-There will be a reception on July 21 at 6 p.m. to recognize photographers and their work for the July Gallery.

-Representative Jerry Costello met with the local Master Gardeners concerning seed exchange.

-Betty Eastman began reading to children at the local daycares on Thursday, July 7.

-The library is working with Jean Bullock to honor Garden Club members who have served twenty years or more.

Changes & News

-The library has cancelled its service to Cengage for large print and replaced it with Thorndike Press.

-The library is looking at other services to purchase magazines. The current service, Ebsco, is costing \$700 more annually than with an account from Amazon. Popular Subscription Service requested a list to provide a price quote.

-The upgrade of the Polaris system caused some problems with the library's XP computers. Currently there is a temporary fix, but one of the new computers coming will be used at the circulation desk.

-The library currently has 65 children registered for the summer reading program. The children have logged 98 hours of reading time.

Upcoming Goals & Due Dates:

-Kristina obtained continuing education hours.

-Review of lost books and billing other libraries for outstanding items is completed.

-The weeding of non-fiction books is completed.

-Work will begin on the Illinet Survey.

-Cleaning up the collection code will begin.

-Magazine renewals are due in September

STANDING COMMITTEE REPORTS:

FINANCE COMMITTEE: None

GRANTS COMMITTEE: Chairman Larry Underwood discovered two grants. The first grant deals with construction that may allow for replacement of the library windows. The second grant is from Best Buy that may provide for a robotics club and computer coding at the library.

PERSONNEL: None

POLICY: None

BUILDING & GROUNDS: None

LONG RANGE PLANNING: None

PROMOTION&PUBLICITY: None

GENEALOGY COMMITTEE: None

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

In new business, Jacob Emling was introduced as a new board member following the resignation of Pat Ferrari. He then received the oath of office.

In other new business, a motion to acknowledge Pat Ferrari's service to the library board was made by Gail Durkota and seconded by Joyce Calvert. Motion approved.

A motion to have Kristina Benson serve as the OMA representative was made by Carol Downs and seconded by Larry Underwood. Motion approved.

A motion to purchase a new receipt printer was made by Carol Downs and seconded by Sarah Doerner. Motion approved.

It was decided to review the per capita FY2017 requirements at the next meeting.

ADJOURNMENT:

President Joy Upton adjourned the meeting at 7:46 p.m. The next meeting will be scheduled for Monday, August 8, at 6:30 p.m.

Respectfully submitted,

Kristina Benson