

**ALLERTON PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
April 10, 2024**

The Allerton Public Library District Library Board of Trustees met on Wednesday, April 10, 2024. President Sue Gortner called the meeting to order at 4:00pm.

ROLL CALL

Present: Sue Gortner, Sue Lochbaum, Mike Harris, Beth Manuel, Lynn Richardson, Jeff Clodfelter, Ellie Tracy

Absent: none

Also in attendance: Sherry Waldrep

PRESIDENT'S REPORT

Sue Gortner has attended a few library programs recently and commented that they have been wonderful. Sue Lochbaum also attended one of those programs and heard from a patron that the new library director is doing a good job.

SECRETARY'S REPORT (approval of minutes)

Beth Manuel moved to approve the March 13, 2024 minutes. Seconded by Mike Harris. Motion carried.

AYES: Sue Gortner, Sue Lochbaum, Mike Harris, Beth Manuel

NAYS: 0

ABSTAIN: Lynn Richardson, Jeff Clodfelter, Ellie Tracy

CORRESPONDENCE, COMMUNICATIONS, PUBLIC COMMENTS

None

FINANCIAL REPORT (approval of Bills Payable)

Beth Manuel provided the financial report. Sue Gortner moved to approve and pay the bills. Seconded by Mike Harris. Motion carried.

AYES: Sue Gortner, Sue Lochbaum, Beth Manuel, Mike Harris, Lynn Richardson, Jeff Clodfelter, Ellie Tracy

NAYS: 0

ABSTAIN: 0

DIRECTOR'S REPORT

PROGRAMS FROM LAST MONTH:

In person programs:

Adult Bingo – 11

Crafternoon – 6

Playtime – 70 (46 kids, 24 adults)

Super Saturday – 16 (all ages)

After school art – 39

U of IL succulents – 22

Read Together/Learn Together – 7

Bingo w/the Center - 20

Story Time – 60 (35 kids, 25 adults)

Lap Time – 31 (15 kids, 16 adults)

Jane Austin Visits the Library - 11

Knit & Crochet Circle – 5

Tech Time - 3

Lewis & Clark Homebound - 14

All ages movie – 13

Virtual events:

ILP Carter - 0

Passive programs:

Adult Activity Packets – 100

Take & Makes for Kid, Teen, Adult – 114

OTHER ITEMS:

Program planning for summer is continuing. Working with Emily to finalize details. The Summer Reading Kickoff is planned for Saturday June 1st.

Submitted the Tax Levy Confirmation for \$335,540 to the county clerk. Received the full tax computation report that includes the updated tax rate. Met with lawyer to review Oberheim Park documents. Working on annual Workers Comp audit.

Finished updating library job descriptions including creating a new one for custodian. Attended a Legal Issues webinar through IHLS that I found very informative. Preliminary budget prep continues. Have removed most of the Plexi-glass from Circ. desk. Many positive comments.

The onsite uninterruptable power supply needed to be replaced which Scott did. Some of our stats were off (and our internet was not reliable for part of March) because of a bad uninterruptable power supply switch in another location. Scott has replaced it.

SAGES READ has started. The library is again working with Hartfield Book Company for the Summer Reading Program.

Conducted three library clerk interviews and hired two - Clover Wade and Charlotte Landreth to work weekends and to fill in if needed during the week. They started training the first week of April. Emily Stone started on March 1 as the Youth Services Coordinator. Held a staff meeting the first week of April.

OTHER ITEMS:

COMMITTEE REPORTS

Financial Committee (Manuel, Richardson, Lochbaum) - none

Personnel Committee (Gortner & Manuel) - none

Policy Committee (Lochbaum & Tracy) - none

Buildings & Grounds Committee (Clodfelter, Harris, Gortner) - none

UNFINISHED BUSINESS

Property donation and the draft IGA

- As there has not been much heard about the progression of the park, the Board discussed tabling the discussion until more information is obtained as to whether

the park is going to come to fruition. Director Waldrep will contact the City Administrator to learn about the progress and then get back to the board.

NEW BUSINESS

None

OTHER

None

ADJOURNMENT

Jeff Clodfelter moved to adjourn the meeting at 5:14pm. Lynn Richardson seconded. The next scheduled Board of Trustees meeting will be held on May 8, 2024 at 4:00pm.

Susan M. Lochbaum
Secretary

Sherry Waldrep
Acting Secretary