

Meeting location: Silvis Library Board  
806 1st Ave, Silvis, IL 61282

Date of Meeting: June 10, 2019

The meeting began at 6:07 pm.

Present: Marigrace Alonso, Crystal McCaw, Deb Berglund, and Joyce Sensabaugh, Teresa Cervantes, and Vikki Wright; Staff: Amy Fry

Absent: Diane Madden, Beth Tepen and Dee Nelson

Public Comment: none

#### Consent Agenda

A motion was made to approve the consent agenda as presented.

Motion: Deb Berglund

Second: Teresa Cervantes

Roll Call:

Diane Madden - N/A (absent)

Beth Tepen - N/A (absent)

Marigrace Alonso - Y

Crystal McCaw - Y

Dee Nelson - N/A (absent)

Deb Berglund - Y

Joyce Sensabaugh - Y

Vikki Wright - Y

Teresa Cervantes - Y

#### Director's Report

- Circulation Statistics: Total circulation was up by 102! Half of the increase can be attributed to YA books. Very exciting for staff to see because they are actively working on collection development in that area.
- Programs: Total programming statistics were up by 1019. Almost all of this was due to the Summer Reading Outreach/Book Talks done at local schools and daycares.
  - School visits –ShoShanna, Toni, and Amy visited George O Barr, Eagle Ridge, Silvis JH, APK, and It's a Child's World. They spoke to a total of 1134 children summer reading and promoted the library's new books. They intend to continue this type of school outreach for both Winter & Summer Reading programs in the future!
  - The 2019 Summer Reading Program has officially begun!
- Online Registration – Amy added online registration this year. Nearly 100 patrons have already utilized this service & the library plans to continue it in future years.
- In-House Promotion – decorations, programming & sponsor posters, and prize displays have been up for nearly a month. This created a lot of patron interest.
- Kickoff Event – Amy anticipated a large turnout and scheduled 5 employees, instead of last year's 2. Our Summer Reading Kickoff had 200 participants!

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- Social Media – The library staff have been posting images daily on both Facebook and Instagram of SRP registration bags, prizes, programming, schedule, etc. – and tagging sponsors.
- IPLAR Status – Amy is currently working on this and it will be completed by the deadline.

Friends Report – The Friends & Royal Neighbors sponsored several library programs & community passes for the FY19-20 season.

#### Unfinished Business

- Discussion of Security (On Guard VS Per Mar): After meeting with Per Mar, it was determined to stick with our current security system until a switch is absolutely necessary.
- Per Capita Requirements
  - The trustees were emailed a link to the Trustee Facts File (Chapter 11- Appendices) on May 26th.
  - Trustees were asked to familiarize themselves with the services provided by the Digital Public Library of America (DPLA) <https://dp.la/> and the Illinois Digital Archives (IDA) <http://www.idaillinois.org/>. The links were emailed to trustees on May 26th.
  - Director's University –Amy was informed by the Illinois State Library (who conducts the Per Capita Grant) that we can use Director's University as the required education opportunity focusing on organizational management for 2020. She found the program invaluable and will share her knowledge with the staff and Board. This will be added to the agenda for July.

#### New Business

- Resignation – Diane Madden
  - Due to health concerns, Diane has stepped away from the Library Board – as President & Trustee. Two previous board members have asked to be considered for the trustee position. Their information has been shared with the Mayor and he will make the ultimate decision on whom is appointed.
  - The position of President must be voted on by the Library Board of Trustees.
    - Both Beth Teppen and Marigrace Alonso have offered to fill the President position.
    - Nominations and elections will potentially be taken for all positions at the July meeting.
- Non-Resident Program – Every year, the board must decide on the status of a non-resident card program. It must be voted on at a meeting & then Amy informs the State Library of our decision prior to the June 30th deadline.  
A motion was made to not participate in the "Non-Resident Fee Program"  
Motion: Joyce Sensabaugh Second: Deb Berglund  
Unanimously approved.

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- Review – Serving Our Public 3.0 (Chapter 6 - Access)
  - Amy read aloud to the Board though this important information.
  - We are current on all items in the review and checklist.
- Review – Collect Acquisition & Development Policy
  - The policy does not need to be changed at this time.
- Internship – A college student is interested in an unpaid internship at the library. The Board is interested but requested more information at this time. We will discuss again at next month's meeting.
- Parking Lot Repair – Our parking lot is falling apart. Mr. Grafton is currently getting bids for Schadt Park and our parking lot. If we do them at the same time we would save on the setup costs. Amy will update us again at the July meeting.

Library Wish List - none at this time

Items to be placed on July agenda:

- Review – Serving Our Public 3.0 (Chapter 7)
- Review – By-Laws
- Per Capita Requirements (Director's University)
- IPLAR Status
- Trustee appt. from the mayor
- Officer Elections
- Internship Information

The meeting adjourned at 6:43pm.

Minutes respectfully submitted by Marigrace Alonso.