

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

Date of Meeting: July 8, 2019

The meeting began at 6:02 pm.

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

Absent: Dee Nelson

Public Comment: none

Consent Agenda

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

Motion: Marigrace Alonso

Second: Teresa Cervantes

Roll Call:

Beth Tepen - Y

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: Circulation was up by 705 (a 29% increase from May).
- Programs: Due to programming questions that are asked on the Annual Report, the library is now separating out statistics differently than in the past. Our Passive Programming and Regular Programming statistics will now be counted separately. Keeping that in mind, our overall June stats were about 100 lower than in May. This was due to the 1200 children that the library visited at local schools in May. If you compare June stats to April stats, programming is up by 913 (a 300% increase).
- IPLAR Status – Amy submitted the Silvis Library IPLAR on June 26th, 2019.
- Library Updates:
 - The storage room has been completely cleaned out, the old shelving was removed, and metal shelving was installed. This doubled the library's storage space and meets ADA handicap accessibility standards.
 - The computer router room was cleaned out and new metal shelving was installed. Computer equipment is now all in the same room and is ADA compliant.
 - New air fresheners and diaper bag dispensers were installed in both patron bathrooms.
 - A baby changing table was installed in the men's bathroom.

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- Staff are on the second phase of our large print weed now. They are donating the best large print copies from the weed to our Senior Outreach locations.
- The Director's desk was replaced. The previous desk had a broken drawer and was so heavy it could not be moved to reposition.
- The large table/chairs in the programming room were replaced with fold-top tables. This allows the library to double the number of children they can accommodate during programming
- 2 small slat wall displays were added near the circulation counter.
- 2 paintings were hung above the Spanish Collection. These were donated to the City by a resident & the mayor gave them to the library.

Friends Report – The Friends & Royal Neighbors did not have a quorum last month. They meet again tomorrow evening.

Unfinished Business

- Parking Lot Repair – Jim Grafton shared 2 quotes with us. Amy hopes to sit down with Mr. Grafton, Mr. Nelson, and our new Board President to discuss this further.
- Per Capita Requirements
 - Director's University Overview – Moved to the August meeting to enable all board members to participate.

New Business

- Nomination of Officers – Elections will be held at the August meeting.
 - President:
 - Crystal McCaw nominated Marigrace Alonso for the position of President. Marigrace accepted.
 - Joyce Sensabaugh nominated Beth Tepen for the position of President. Beth accepted.
 - Vice President:
 - Vikki Wright nominated Marigrace Alonso for the position of Vice President. Marigrace accepted.
 - Crystal McCaw nominated Beth Tepen for the position of Vice President. Beth accepted.
 - Secretary:
 - Deb Berglund nominated Crystal McCaw for the position of Secretary. Crystal accepted.
- Review – Serving Our Public 3.0 (Chapter 7 – Collection Management and Resource Sharing)
 - The purpose of the Collection Management and Resource Sharing standards is to ensure that libraries offer a full range of materials that are current, accessible, and relevant.

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- The library is current on all items in the review and checklist.
- Review – By-Laws
 - The policy does not need to be changed at this time.
- Internship – At this time, Amanda does not qualify for an internship. This may be brought back to the board at a later date.
- Trustee Training – There are 2 FREE Trustee Training Courses available through RAILS.
 - The first one is at River Forest Public Library on Saturday, August 10th. This is a 3-hour drive.
 - The second is at Bloomington Public Library on Saturday, October 19th. This is a 2-hour drive.
 - Amy would like to attend the River Forest event in August.
 - We will bring this issue back to the table next month when we have our 3rd officer.

Library Wish List -

- The library plans to investigate the cost of replacing tile in: Patron & Staff Bathrooms, staff break room, programming room, storage room, and computer router room.
- The library will investigate cost of repainting the Programming Room.
- Quotes will be brought back to the board for approval before going ahead on either project.

Items to be placed on August agenda:

- Review – Serving Our Public 3.0 (Chapter 8)
- Review – Bloodborne Pathogen Policy
- Per Capita Requirements (Directors University Overview)
- Election of Officers
- New Trustee Introduction?
- FOIA & OMA (new trustee and Director)
- DRAFT – Levy Letter
- Discussion – Trunk or Treat (Trustee Volunteers)

The meeting adjourned at 7:02pm.

Minutes respectfully submitted by Marigrace Alonso.