

**FREEPORT PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING**

March 12th, 2025 – 6:00 pm

I. CALL TO ORDER

A meeting of the Freeport Public Library Board of Trustees was held in the Library Boardroom on Wednesday, March 12th, 2025. Board President Mary Kaufman presided and called the meeting to order at 6:00 pm.

Notice is hereby given that a majority of a quorum of the members of City Council of the City of Freeport may be present at the above-referenced meeting. No action on the part of the City Council will be taken.

Members Present:

Al Evon, Mary Kaufman, RoseMarie Brubaker, Lucas Kramer, Julie Reynolds, Roger Schulz

Members Absent:

Alan Greene, Betty Butler, Tasha Mazique

Also present, Executive Director Ashley Huffines and Kya Eckert acting as the Recording Secretary.

II. CHANGES/CORRECTIONS TO THE AGENDA

None.

III. QUESTIONS OR COMMENTS FROM THE PUBLIC/MEDIA

None.

IV. APPROVAL OF MINUTES

(Brubaker/Reynolds) Motion to approve the March 12th, 2025 meeting minutes.
7 in favor/0 opposed. Motion carries.

V. FINANCIAL REPORT

Huffines brought the final FY2024 budget to the table for the board review. The funds transfer for the parking lot repairs is not reflecting correctly, but everything else is finalized and accurate.

Moving on to the current budget, Kaufman mentioned the bequest from Lila Harnish's estate of \$29,000.

(Reynolds/Evon) Motion to approve the March 2025 finances.
7 in favor/0 opposed. Motion carries.

VI. PRESIDENT'S REPORT

Kaufman voiced her excitement about the new appointment to the board, Roger Schulz.

VII. DIRECTOR'S REPORT

Administration

Huffines welcomed Roger Schulz to the Library Board.

Next, she spoke about an incident that occurred involving an inebriated regular patron that resulted in a 6-month banning. Per guidance from the attorney, no patron or staff names will be used. A patron was asked to leave the library because they were intoxicated, and in this course of action said patron

was verbally and physically aggressive towards staff. The last time this patron was banned it was for 30 days; this time the duration was increased to 6 months due to the physical assault attempts. The attorney agreed with Huffines decision of a 6-month banning. The patron has been served with the banning letter. Huffines has brought this to the board's attention because the banning letter does state that it will be discussed at this meeting. Multiple board members agreed with the attorney. Evon asked about the well-being of the staff members involved and plans for de-escalation training. Schulz recommended if the banned patron does return before the 6 months is up, that the board revisit the issue.

Full Circle Cafe & Collective owners, Kate & Amera, are hosting their Grand Opening Events March 19 – 22. The Ribbon Cutting Ceremony will be March 19th at 12pm. Their regular hours will be 10 am - 3 pm Wednesday through Friday, starting March 26th.

Huffines also reviewed facility and technology projects, meetings, and outreach for February.

Capital Improvements 2025 Plan

Capital projects include renovating the teen space and public restrooms. The board discussed the timeline and what these upgrades would entail. Schulz asked about the budget for the bathrooms. Huffines replied we would work with current vendors to get deals on the hand driers, sinks, and faucets. As for the rest of the renovations, we are just unsure at this time. The board discussed budgeting and Huffines is hopeful about coming to the board with quotes and project costs next month.

This year, she will also be working on the campaign with the Foundation for the Bookmobile.

Huffines spoke briefly about replacing patron computers with the remaining technology grant funds through the library's IT company. Receipt printers have been down since the end of last year, causing issues with circulation processes, but they are finally operating again!

Collaboration with LDS for the Exhibit which is up and going well. Huffines reviewed her current projects, meetings, and outreach.

VIII. MANAGEMENT REPORTS

Adult Services/ Tech Services

Huffines reviewed One Book One Freeport Statistics for March. Crafts and other programs were well attended. Reynolds spoke about the final OBOF program on March 13th. Adult Services Librarian, Dianne Ludwig, will be present next month to share One Book One Freeport highlights. Attendance for the Lectures in American History Series is dwindling. Next year's turn out will determine if that program continues on in the future.

Circulation

Circulation statistics went down slightly in February. Schulz asked how our circulation compares now to circulation at the former library building. Huffines replied she was unsure but could research to find some information on that for Schulz. She does know stats have been very consistent since 2020 (pandemic) Kaufman brought up her surprise at the majority of new patrons being in the 25-30 age range.

Youth Services

Planning summer reading, one book one Freeport storytime. Homeschool happenings are going very well. Candice King taught about the weather at the March Homeschool Happenings. Amanda and Erin attended a conference hosted by the Illinois Library Association. Amanda presented for a session, Ashley encouraged her to present, 50 attendees to her session on homeschool connections in your community.

IX. UNFINISHED BUSINESS

None.

X. NEW BUSINESS

Bulletin Board Policy

This policy has been updated to better reflect our current practices with the community bulletin boards located in the lobby of the Library. It is modeled after other libraries' posting policies and the American Library Association.

(Evon/Kramer) Motion to approve the updated Bulletin Board policy as presented.
7 in favor/0 opposed. Motion carries.

XI. DISCUSSION

None.

XII. ADJOURNMENT

(Brubaker/Reynolds) Motion to adjourn the meeting at 6:50pm.
7 in favor/0 opposed. Motion carries.

Submitted by Kya Eckert