

FREEPORT PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
August 21, 2013 – 6 p.m.

A meeting of the Freeport Public Library Board of Trustees was held in the Library's Boardroom on August 21, 2013. Vice-President Board President Luke Beggin presided and called the meeting to order at 6:07 p.m.

Members Present: Judy Barney Teresa Hines
 Barb Green Jim Bielen
 Luke Beggin

Members Absent: Scott Haugh Jill Collin

Also present was Library Director Carole Dickerson and Library Supervisors Lois Rees, Pat Vorwald and Anna Doyle.

Connie Hoffman acted as Recording Secretary.

Vice-President Luke Beggin introduced Youth Services Supervisor Anna Doyle who began work on Monday, August 19. Supervisor Doyle told the board a bit about herself, and the members identified themselves and welcomed her.

APPROVAL OF MINUTES

Barb Green moved and Jim Bielen seconded to approve the minutes of the July 10, 2013 Board of Trustees meeting. The motion carried.

FINANCIAL REPORT

Luke Beggin questioned the reimbursement to the state for the PNG grant. Director Dickerson explained that she was unable to staff the program. Teresa Hines moved and Judy Barney seconded to accept the accompanying Financial Reports. Motion carried.

DIRECTOR'S REPORT

Director Dickerson told the board that City of Freeport Treasurer Linda Buss requested to have the bank signatures updated. After discussion, it was recommended that Vice-President Luke Beggin also be on the signature cards. Judy Barney made the motion to accept and Barb Green seconded the motion.

Director Dickerson also told the board of two requirements for the Illinois State Per Capita Grant. The first is completing a marketing chapter. Dickerson distributed a handout showing a marketing menu that she uses to complete this requirement. The second is an environmental scan that the library board will conduct according to the handout that was passed out. At the next board meeting the board will be completing a narrative together, after each individual assessment information is gathered.

The City has approved the library budget for the non-bargaining employees which includes a 2% raise. Luke Beggin made the motion and Teresa Hines seconded it for raises for Anna Doyle, Connie Hoffman, Lois Rees, and Pat Vorwald, retroactive to May 1, 2013. The motion carried.

STAFF REPORTS

Administrative Assistant Connie Hoffman reported on the Youth Services Summer Reading program. The number of children signed up for Summer Reading program was close to 700. She passed around a picture of the three children who won the grand prizes. There was one grand prize for each reading level. The grand prizes were baskets full of items, such as books, back packs, markers. They also included gift certificates from Cimeno's Pizza, Book World, Union Dairy, and even cookies from Sally's Cookie Jar. The three winners were thrilled.

Adult Services Supervisor Pat Vorwald reported that the Adult Summer Reading program had 50 more people sign up compared to last year, with a lot of reading reported. The grand prize is a Nook HD Tablet. The One Book-One Freeport committee just met for a wrap-up meeting. Pat was proud to say that as successful as the OBOF event was that no funds came from the library budget. She will starting meeting again after the first of the year. The Staff Summer Reading program winner was Cheryl Gleason who won a Kindle, donated by Director Dickerson.

Circulation Supervisor Lois Rees told the board to reference her staff report for statistics for the library over the summer months. She told the board that she helped with the Boys & Girls Club block party on Saturday, August 17 where she gave out books and prizes. She also signed up eight children and four adults for new library cards.

COMMITTEE MEETINGS

No committee meetings took place during the past month.

COMMUNICATIONS / BOARD COMMENTS

There was some discussion by the board members of recruiting applicants for openings on the board.

Judy Barney told the board of the upcoming reception for Cary Baxter at the Gallery Café on Thursday, August 22.

Barb Green moved to adjourn at 7:30 p.m., and Luke Beggin seconded the motion.

Connie Hoffman, Recording Secretary