

**FREEPORT PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
July 12th, 2023 – 6:00pm**

I. CALL TO ORDER

A meeting of the Freeport Public Library Board of Trustees was held in the Library Boardroom on July 12th, 2023. Board President Alan Greene presided and called the meeting to order at 6:02pm.

Members Present:

Alan Greene	LouAnn Stambaugh-Hayes (6:05pm)	RoseMarie Brubaker
Julie Reynolds		

Members Absent:

Betty Butler	Mary Kaufman	Tasha Mazique
Renee Barr	Lucas Kramer	

Also, present, Executive Director Ashley Huffines.

Kya Eckert acted as Recording Secretary.

Attendance did not meet a quorum, so no motions could be made at the meeting.

II. CHANGES/CORRECTIONS TO THE AGENDA

None.

III. QUESTIONS/COMMENTS FROM THE PUBLIC/MEDIA

None.

IV. APPROVAL OF MINUTES

Approval next month.

V. FINANCIAL REPORT

The board reviewed the financial report in Kaufman's absence, mentioning the periodicals line, and the janitorial supplies line again. Huffines has yet to meet with the finance department for more information about the periodicals line and she assured the board that the janitorial supplies line will not be overspent any more. They also discussed the installment of the July deposit.

No motion was made.

VI. PRESIDENT'S REPORT

None.

VII. DIRECTOR'S REPORT

Huffines read her Director's report to the board and included the following updates:

- Summer Reading attendance in the month of June surpassed the *total of all Summer Reading 2022*.
- The library was very busy over the 4th of July.
- The city finance department is starting the 2024 budget approval process early so Huffines again shared that she will be presenting the library's budget to the city manager next month.
- Due to a slight personnel issue, Eckert and Huffines filled in on planning and leading the Summer Art Camp this week which has been new and exciting for the admin team.
- Huffines attended ALA from June 24th - 27th. She talked about her plans to post a report about her time there to the board portal, and the importance of creating transparency by providing a report about the things she learned from the conference. Stambaugh-Hayes asked if Huffines went to the national ALA Conference in Chicago, Huffines confirmed, and Stambaugh-Hayes said she was glad Huffines went. Huffines talked about the classes she attended including project management and team diversity, and outreach ideas, to name a few.
- Huffines talked about her role in the city appreciation boxed lunch day on June 30th.
- Huffines had her first meeting last month as the president of Prairiecat Admin Council.
- Copybara Cafe is open! August 2nd will be the grand opening and ribbon cutting, but they had a soft opening July 5th and are open every day 10am-4pm to fine tune their recipes and learn best how to run the business. Greene complimented their logo and new sign out front.
- Huffines has a walk through with BernerSchober, an independent HVAC consulting firm from Springfield, on July 18th.
- Huffines reviewed meetings and miscellaneous updates with the board including her role in the Arts & Culture Commission. Former city manager Bukas and Huffines worked together to create a memo and plan for this project and when he retired, the project was passed along to Huffines to lead. She is working in tandem with Kevyn Sutter, Director of Communications for the city. Tomorrow, she has a meeting with Andrea Winter and Jessica Monica to discuss their ideas and role in the Art Commission.
- The board discussed the resource google-site some more, Huffines walked through it and showed the board how to use it. Stambaugh-Hayes complimented the site and asked about if there will still be paper packets. Huffines replied the goal would be to have all reports on the site, so the board can use the library's chromebooks to view it instead of paper. A few minor updates to the site were discussed as well.

VIII. MANAGEMENT REPORTS

Adult Services:

Dianne was in Finland for two weeks in June. Huffines reported 48 total attendees for adult programming last month. Morgan and Dianne are almost done clearing out weeded books from last year's sale with sustainable shelving and Huffines expressed interest in looking into long term plans for the old Tech Services room. Greene asked about GED classes and Huffines explained that the library is working with Highland Community College to provide a space where they can meet daily at the library. They talked about the importance of reaching people in the community, and how many don't have transportation to get out to Highland, so having another closer location will be really beneficial. Huffines said she is very excited to start this partnership. Stambaugh-Hayes asked about the MAG Collaborative mentioned in Diannes report. Huffines explained a bit about the Momentum Art Guild and their partnership with the library. Stambaugh-Hayes mentioned that they used to be at the visitors center and Huffines replied that the visitors center was replicating a lot of what we do here at the library. The GFP now sends people to the library too, including ChessPort, a monthly chess club that used to meet at the visitors center, and we love having them at the library! Huffines also mentioned working with Juliet Moderow from the Audubon Society to start up a Bird Club for kids. Greene said it's "very fun to hear" all the unique programs the library hosts and supports in Freeport. The board discussed the library's goal of being the center for these types of things to happen as we are finally moving forward with new partnerships.

Circulation:

Circulation statistics are significantly higher than May's, as expected with school being out and summer reading starting. Katy Weigert and Huffines will be working on a plan to get Circulation statistics up all year round.

Youth Services:

Huffines reported Amanda's statistics, blown away with the attendance and participation this year including her continuation of outreach programs. Her storytimes have been wildly successful with 30-40 kids every week.

IX. UNFINISHED BUSINESS

None.

X. NEW BUSINESS

None.

XI. DISCUSSION

Stambaugh-Hayes talked about some information she learned at a public safety meeting for the county and informed the board about a town hall presentation that will be held at the library.

Reynolds also said she signed up for summer reading and was thrilled to receive her free gift!

XII. ADJOURNMENT

Meeting was adjourned at 6:45pm.

Submitted by Kya Eckert