

Lawrence Public Library Board of Trustees Meeting  
Regular Meeting, 7 p.m./Public Library  
Date: March 21, 2023

The Lawrence Public Library Board of Trustees met for its regular monthly meeting. President John White called the meeting to order at 7:00 p.m. Board members present were: Cyndi Hays-Morris, John White, Julie Mieure, Janet Faro, Joan Brian, and Jamie Cox. Library director Dianne Brumley was present. Board members absent: Deanna Ratts-Boyd

- I. Recognition of Visitors
  - A. No visitors present
- II. Approval of Minutes
  - A. Joan moved, Julie seconded to accept the February minutes. Motion passed
- III. Financial Report
  - A. Accountant's Report
  - B. Claims
    - 1. Julie motioned to pay the claims, Jamie seconded. Roll call motion passed
- IV. Director's Report
  - A. Update on hiring process
    - 1. Dianne has received 9-10 applicants
    - 2. Starting wage will be the current minimum wage of \$13
    - 3. Interviews have been set up for three people and will be Thursday this week
    - 4. Dianne hopes to make a job offer the final week of March
    - 5. The new person would start in April
  - B. Dianne went over her report, with the following highlights:
    - 1. Certified payment #4 was made to Wolfe Construction for \$54,545.40
    - 2. The CD was renewed at 4.10% for 12 months
      - a. The balance is \$191,562.76
    - 3. Dianne and Jennifer are in the process of becoming notaries
      - a. the cost is \$100 each
    - 4. Dianne reports the policy of doing away with fines is going great
    - 5. Cintas will be providing supplies for our upstairs bathroom (soap, toilet paper, hand towels, air fresheners, trash cans) at a cost of \$103 per month
    - 6. Out-of-date and damaged adult non-fiction books were deleted
  - C. Youth and Programs Report
    - 1. The teen advisory board will attend the next library board of trustees meeting on April 18
    - 2. The art class on March 18 was a success and was led by Sherrie Zwilling. Interest was expressed in having more classes of this type
  - D. Upcoming Events

1. Thursday, April 27 at 7 pm program, "Of Wind and Sky: Illinois Author Marguerite Henry and the Wild Ponies of Chincoteague Island"
2. Saturday, May 20 from 10-11 am—Kim Devonshire will bring her goats to the library for summer Reading kick-off

V. Unfinished Business

A. The City's water leak

1. They brought in a "leak finder"
2. They made a leak while looking for a leak
3. The water company and city still do not believe we have a leak
4. John contacted Wendell Stevens—he wants us to turn off the water downstairs, take the lid off the meter, take a picture, take another picture the next morning, and that should rule out that we have a leak on our side of the meter
  - a. once he makes sure the leak is not on our side, Wendell will assist in getting the city to take care of the issue
5. We will also consider contacting Mike Neal to assist as he is the city attorney

V. New Business

A. Discussion and approval of proposed hours of operation for the rest of the year

1. Dianne and the staff has kept track and patrons do not use the library 5-6 pm
2. Proposal: starting in May, open 30 minutes earlier
3. Monday through Friday, open at 9:30, closing at 5 pm
  - a. It could be a "soft" closing, in that if someone was still in the library, the door could be locked, and the customer could stay and finish their visit
4. Saturday, 10 am to 3 pm (No change)
5. Dianne will see how this goes until the end of the year and then report back to the board

B. Authorization to change current employee position to a qualifying IMRF position

1. It would change a current employee from under 20 hours a week to 20-21 hours per week. This employee has and will assume Carol's duties (who recently retired) such as book repair
2. We previously had 4 IMRF employees and currently have 3
3. Motion: Authorize Dianne to create an additional position as a qualifying IMRF position, Joan seconded. Roll call motion passed

C. Discussion about purchasing chair replacements in main area

1. Dianne and Julie will explore options and possibly order some to check out as samples

D. Discussion of library's implementation of the Decennial Committee on Local Government Efficiency Act

1. A law the governor signed in June of 2022

- a. The committee will study and report on local government efficiency
  2. We have to do certain things to comply with the law
  3. We have to form a committee to meet before June 10, 2023
  4. All trustees, Dianne, and two members of the community will form the committee
  5. There has to be a second and third meeting and a report compiled after 18 months
  6. The report goes to the county board
- VI. Truth In-Taxation Compliance (not required)
  - VII. Other Business
    - A. Jamie noted Parkside wants to invite public reps to their school so the library may be getting a request
  - VIII. Executive Session (not required)

Submitted by:

Cynthia Hays-Morris, Secretary