

Lawrence Public Library Board of Trustees Meeting
Regular Meeting, 7 p.m./Public Library
Date: November 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. Julie moved to accept the October minutes, Jamie seconded. Motion carried
- III. Financial Report
 - A. Accountant's Report reviewed by John
 - B. Claims
 - a. Julie moved to accept/pay the claims—seconded by Joan. Roll call motion passed
- IV. Director's Report
 - A. Dianne went over her report, with the following highlights:
 - 1. The annual report of receipts and disbursements for FY2023 was prepared, reviewed and will be published in the Daily Record and filed with the county clerk (as will be the annual financial report FY2023)
 - 2. Dianne completed FOIA and OMA (Open Meeting Act) training. It was clarified that trustees' OMA training should be done one time during each term and within 90 days of taking office
 - 3. Library card sign-up special promotion will continue through 12/15. New patrons will be entered into a drawing to win an iPad 10th gen donated by the Friends. The drawing will be held 12/18
 - 4. The 2024 IMRF employer rate will increase from 13.83% to 15.02% in January
 - 5. No story time on 11/22, 12/20, and 12/27
 - 6. The Historical Society designed a display of their camera collection and photographs for our main showcase
 - 7. Dianne applied for two Illinois Humanities Road Scholar programs for next calendar year (Dennis Stroughmatt and Brian Fox Ellis)
- V. Unfinished Business (None)
- V. New Business
 - A. Ordinance No. 23-3, For the Assessment, Levy, and Collection of Taxes Within the Corporate Limits of the Lawrence Public Library District—Fiscal Year Commencing July 1, 2023 and Closing June 30, 2024
 - 1. The Levy is the same as last year (per Dave) with some adjustments in different areas

2. Julie moved to approve the above ordinance, Jamie seconded. Roll call motion passed
- B. Discussion and Approval to Discontinue Ancestry Library Edition for Heritage Quest Online
 1. With ancestry, a person has to be inside the library to use it. Heritage Quest can be used at home, and is a similar program
 2. Dianne will make the switch
- C. Approval of Annual Financial Report FY 2023 Certification
 1. Julie motioned to approve the above report, Joan seconded. Motion passed
- D. Decision to hold December Board Meeting/Authorize Approval of Claims
 1. The board approved the above
- E. Approval of Board Meeting Dates in 2024
 1. The trustees approved the third Tuesday at 7 pm (no change)
- VI. Truth In-Taxation Compliance (not required)
- VII. Other Business
 - A. Discussion of Mission/Vision statements
 1. Dianne's suggested statements were approved
 - B. Discussion of Per Capita Requirements for Next Application; the following items were discussed for inclusion in the application
 1. The form is due January 30
 2. Last year we met the core standards
 3. The Decennial committee was added
 4. We are staying progressive with being ahead of the minimum wage
 5. We will be looking at the personnel manual
 6. Fines have been discontinued
 7. We completed remodel projects
 8. We purchased new signs for the library
 9. Surveillance cameras were installed
 10. Lighting installed in front and back entrances for safety
 11. A webinar on emergencies was completed
 12. We completed an aggressive weeding this year and have added at least 50 new adult non-fiction
 13. Hoopla was added to give more options on audios/videos
 14. We will be one of the 90 libraries that will participate in a new catalog that will take all our collection into an integrated platform
 15. We have used a teen advisory board for collection development
 16. We had an art class this past year targeted toward teens
 17. We have applied for Illinois Humanities Road Scholar programs for the first time

18. We continue with story time and the summer reading program

19. Our Logo was used for new signage on the door, and purchased a new book wrap for the depository

20. We have found new ways to support our community

21. We have a very strong book club

C. John informed the board of “The Bridgeport Leader Project”, a group that is working to digitize the Bridgeport newspaper. The Library was not able to include the Bridgeport Leader when we completed the Daily Record and Sumner Press project as we did not have them. A discussion was held on how the library could assist. It was suggested we could take on the project or at least assist. John will talk to the committee about further steps

VIII. Executive Session (not required)

Submitted by:

Cynthia Hays-Morris, Secretary