

Tri-Township Public Library
Board of Trustees Meeting
Regular Meeting
December 6, 2022

Call to Order: Meeting was called to order by Vice-President Erschen at 7:00 pm

Roll Call:

Board - Present: Akridge, Erschen, Espindola, Juehne, and Scheller Absent: Ashcraft
Public – Present: David Cassens, Tri-township library director, Dawn Henry, Tri-township library patron

Input to the Agenda -
Board: Greenspace
Utilization Committee

Approval of Minutes:

1. Regular meeting minutes November 1, 2022 -Motion made by Scheller and seconded by Akridge to accept the minutes as amended.

Ayes: Carried by acclamation

Treasurer's Report:

We are financially sound and solvent.

Director's Report:

1. New lights have been installed. Lights on top of roof where flag is displayed and at the book drop off are on a timer. As well, the timer turns on exhaust fans. 6 interior lights in both the adult and children's section were replaced with LED.
2. The concrete has been repaired with the handicap ramp being modified so water will not pool by the building anymore.
3. Our landscaping has been cleaned up and rock has been placed in the back of the library.
4. We are going to offer a CPR class to the public on January 21st at 1 pm. The cost is \$25/person.
5. One of our high school workers will be graduating this year. I plan on hiring her replacement in January so we will have enough people present to train the new worker.
6. Statistics reviewed.

Maintenance: No maintenance issues were on the agenda for discussion.

Communication:

1) Prospective Board Trustee

With Marsela Lindsay's resignation as a board trustee, a board trustee position is open. Per Illinois law, this position must be filled within 60 days. Troy patron, Dawn Henry, attended this month's meeting to propose filling this position interim, prior to April's election. Her letter of intent was read and submitted as well as an interview by board members for approval.

Old Business:

1) Greenspace:

Kathy Scheller is working on purchasing a tool to help alleviate some of the issues with weed control.

2) Utilization Committee:

- a) A tour with both the utilization committee and staff commenced prior to this month's meeting to view the upstairs and downstairs areas with a rough schematic in hand. Final recommendations will be issued by staff this Friday, December 9th. Once contact is made with architect, David Cassens will speak to the city to determine what ordinances are required, i.e. (parking space requirements, etc.)
- b) David Cassens will request quotes for the needed storage area of east corner of basement. This can commence prior to beginning either Phase I or Phase II. 3 quotes will be required 1) knocking down the wall 2) putting up a new wall and 3) putting up a door.

New Business:

1) Zoobean Quote:

This entails Beanstack, a mobile platform for summer reading and is greatly utilized by our patrons. A 3-year contract costs \$895.

A motion was made by Scheller and seconded by Akridge to approve a 3-year contract for Zoobean at a cost of \$895.

Ayes: Akridge, Erschen, Espindola, Juehne and Scheller

2) Gale Course Quote:

This database offers free college level courses to our patrons and has been utilized since 2014. Since inception, 161,691 minutes of classes have been used and a total of 298 patrons. Classes such as Microsoft excel basic and advanced, creative writing, language, and ACT/SAT classes are available to name a few. Annual cost for enrollment is \$4689.86.

A motion was made by Scheller and seconded by Juehne to approve payment of \$4689.86 for annual enrollment of Gale Courses database.

Ayes: Akridge, Erschen, Espindola, Juehne and Scheller.

A motion was made by Scheller and seconded by Espindola to go into closed meeting at 8:03 pm.

Ayes: Carried by acclamation

3) Prospective Board Trustee:

Motion made by Scheller and seconded by Espindola to approve Dawn Henry to full-fill the 5-month vacancy library board trustee position.

Aye: Carried by acclamation

Motion to end the meeting made by Scheller and seconded by Akridge Ayes: carried by acclamation.
Meeting adjourned at 8:16 p.m.