

MARYVILLE COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
June 20, 2023
15 Professional Park Drive, Maryville, IL

I. Call to Order – Swearing in of new members -Roll Call

President Roger Shoup called the meeting to order at 7:01 p.m.

Nick Waller swore in Board Members Rachael O’Neill, Tim Krumm and Michael Murphy.

Roll Call

Members Present

Roger Shoup – President
Jessica Yakstis – Vice President
Sharon Frey – Treasurer
Rachel O’Neill – Secretary
Karen Harris
Tim Krumm
Michael Murphy

Absent

Guests

Heather Gaines, Library Director

II. Public Comment – None

III. Approval of the May 2023 MCLD BOT and Decennial Committee Meeting Minutes

There was a motion by Sharon Frey and a second by Rachel O’Neill to accept the May 2023 BOT and Decennial Committee meeting minutes. The motion passed and the minutes will be placed on file at the library.

Roll Call:

Frey, Harris, Krumm, Murphy, O’Neill, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: None

IV. Review Reports

A. Library Director's Report

June 20, 2023

(insert report)

1. Financial Report

Approval of the May 2023 MCLD Financial Reports/Vote

There was a motion by Sharon Frey and a second by Rachel O'Neill to accept the May 2023 financial reports.

Roll call:

Frey, Harris, Krumm, Murphy, O'Neill, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: None

2. Review Annual Budget

- Expecting \$15,508 per capita grant.
- \$571,045.22 total revenue.
- \$30,000 for collections next year.
- \$132,000.00 total capacity outlay.
- \$14,253.43 added for library maintenance.
- Total proposed budget \$646,045.22.

There was a motion by Jessica Yakstis and a second by Sharon Frey to accept the proposed 2023-2024 Annual Budget.

Roll call:

Frey, Harris, Krumm, Murphy, O'Neill, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: None

3. Activities

- Director reviewed activities and happenings over past month.

4. Pet Policy

There was a motion by Karen Harris and a second by Jessica Yakstis to accept the new Maryville Community Library "Service Animals in the Library" policy.

Roll call:

Frey, Harris, Krumm, Murphy, O'Neill, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: None

There was a motion by Jessica Yakstis and a second by Michael Murphy to approve the Library director's Report.

B. President's Report

1. Building Remodeling Update/Progress

a. Patio Furniture Acquisition

- The furniture cost of \$4,510.00 will be purchased using funds from the \$10,000 Friends of the Library donation.
- There is a three-year warranty on the frame and one-year warranty on the wood.
- A Friends donation recognition plaque is planned.

There was a motion by Michael Murphy and a second by Jessica Yakstis to purchase the new library building patio furniture from Cre8tive Hospitality Solutions Sales and Consulting at the cost of \$4,510.00.

Roll call:

Frey, Harris, Krumm, Murphy, O'Neill, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: None

b. Shelf toppers

The mobile shelving for the new library did not include tops. A top piece would look better and provide more display area.

There was a motion by Tim Krumm and a second by Karen Harris to purchase mobile shelving laminate toppers from Louer Facility Planning, Inc. at the cost of \$12,495.55 using funds from the Special Reserve Fund

Roll call:

Frey, Harris, Krumm, Murphy, O'Neill, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: None

c. Security system

Proposals were obtained for the new library security system.

There was a motion by Rachel O'Neill and a second by Michael Murphy to contract with BARCOM Security for the new library security system at a purchase/installation cost of \$1,300 and monthly monitoring rate of \$42.00 per month.

Roll call:

Frey, Harris, Krumm, Murphy, O'Neill, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: None

d. Meeting with Attorney regarding "Tree Wall" Issues

Building Committee met with a local attorney regarding the new library "Tree Wall" construction issues. Recapped issues with board and advisements from attorney.

2. Pay Order

The final pay order has been sent from Boeker. The Building Committee has recommended a retainage of \$81,496.60 until all items are fully complete.

There was a motion by Sharon Frey and a second by Michael Murphy to approve the eleventh application for payment from R.W. Boeker Co., Inc., in the amount of \$51,362.10 for construction services and materials completed through May 31, 2023.

Roll call:

Frey, Harris, Krumm, Murphy, O'Neill, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: None

3. Signing of Checks

Three board members are currently approved to sign checks, however, additional board members were asked to go to the bank to sign up to be able to sign checks.

4. New State Law HB 2789: ALA Library Bill of Rights.

House Bill 2789 will take effect January 1, 2024. The bill was designed to support and protect the freedom of libraries to acquire materials in Illinois, and for Illinoisans' freedom to read.

This new law will require each Illinois library that receives State grants to establish an anti-censorship policy by either adopting the American Library Association's Library Bill of Rights" or develop a written statement prohibiting the practice of banning books or other materials within the library or library system.

There was a motion by Sharon Frey and a second by Jessica Yakstis for the Maryville Community Library to adopt the American Library Association's Library bill of Rights.

Roll call:

Frey, Harris, Krumm, Murphy, O'Neill, Shoup, Yakstis

ABSTAIN: None NAYS: None ABSENT: None

C. Personnel Committee Report

The annual review of the secretary's minutes will be done late July by the personnel committee (Rachel O'Neill and Jessica Yakstis).

D. Treasurer's Report – no report

V. Old Business

a. Move to the new library

- An occupancy permit from the Village is required.
- Wall and door issues must be resolved.
- The library will need to be closed for at least a week.
- Curbside service will be offered for week prior to move.
- Anticipating a July 24 official opening.
- Communication will be done through the library newsletter and signs in the former library lobby.

- The Village has contacted IDOT regarding putting “Library” signs on 159. Signs on 162 will be pursued.

VI. New Business

a. Open House

An open house at the new library will be held at least one month after the move in.

VII. Next Board of Trustees Meeting

The next meeting will be held on Tuesday, July 18, 2023 at 7:00 p.m. at the library.

X. Adjournment

There was a motion by Sharon Frey and a second by Rachel O’Neill to adjourn the meeting. Motion passed and the meeting adjourned at 8:22 p.m.

Monthly Highlights

- ⇒ **Changes/updates to some of our databases have been made. For more explanation, please read the “Database” section to the right.**
- ⇒ **Due to rising cost, we have ended our Edwardsville Children Museum Pass program. We are excited to announce we are now offering Aqua Park Passes!**
- ⇒ **We purchased a commercial snow cone machine for library events and programs. This will be a great asset to our outreach programs as it’s portable and a fairly cheap way of providing treats to many! (see pic)**
- ⇒ **Our Summer Reading Challenge has 138 kids registered so far! Last year we had 135, so we have surpassed our goal. Registration will end on Friday, June 23rd.**
- ⇒ **With the end of the fiscal year approaching, I am working on getting documents and such together for the upcoming audit.**

DATABASE UPDATES

Our database selection underwent some changes this past month. When renewing our EBSCO subscription, we were able to drop Consumer Health Complete and MasterFILE. Neither were used and by dropping both, we were able to save \$1000! We also dropped our AtoZ databases from lack of use. This save us over \$600. We then looked into NewsBank, on the recommendation of Sharon. We are excited to share that we have added America’s News (powered by NewsBank) and HeritageHub (also from NewsBank) to our list of resources. Both were very reasonably priced and will be good additions to our online news and genealogy selections.

ACTIVITY PASS UPDATES

When we went to renew the Edwardsville Children’s Museum passes, we were shocked to see that they charged us \$750 for each of the two passes. After contacting them and speaking with the head of the museum, we will be receiving a refund. We will no longer be offering the passes as the price is just too high. We are excited to share though that we now offer 5 Aqua Park passes!

PROGRAM UPDATES

After renting a snow cone machine last summer, I began looking into commercial machines for purchase. We were able to purchase one this month and are excited to be able to use this throughout the year for programs and such!

Summer Reading is in full swing, but we are already busy with planning programs through December.



Belle was a huge hit at the Farmer's Market!
We are so excited to have Anne and the Farmer's Market team work with us again this year. We counted 200 people that came to our table!

The kiddo holding the gift basket was the winner of Beauty and the Beast scavenger hunt we had at the market when Belle was there. We used the gift basket that we put together for the Fishing Derby.



We had another kiddo complete the 1000 Books Before Kindergarten challenge!

Our new snow cone machine is a hit with the staff, who couldn't wait to try it out. We are looking forward to many years of use with this machine!





To go along with our Summer Reading Theme, Nick came up with a month long History Speaks program on the Crusades. This has been very informative and his History Speaks programs have a devoted following of patrons that enjoy learning about history topics.

