

Secretary's Report Feb. 4, 2020

The meeting was called to order at 8:03 p.m. by President Jean Steinman and a quorum established.

Trustees: Present were Gwen Fischer, Mary L. Heeren, Bonnie Holzinger, Judy Kampwerth, Cyndi Riley, Jim Sprengel and Jean Steinman. Absent were Angie Becker and Yvonne Ratermann

Others attending: Library Director Kelly Zurliene, Breese City Council liaison Gary Usselmann

Secretary's Report: On a motion by Heeren and second by Fischer, the January minutes were approved.

Treasurer's Report: Zurliene commented on several items including a refund on software that is single-use not multiple-use; purchase of a replacement microwave; the final tax distribution; and replacement carpet on the risers in the Children's Room at no cost. On a motion and second by Fischer and Kampwerth, the Treasurer's report was approved.

Librarian's Report:

-Yoga had 16 and 11 participants for the two January sessions; two more are set for February. The library pays \$25 to Aggie Becker to teach; she also volunteers regularly. The board approved March classes.

-Winter Storytime was successful. Jan Humphrey teaches the sessions with Carol Grapperhaus assisting which means more hours for both. The next session will begin in March.

-A Disney planner presented information on planning a Disney World vacation and 22 attended.

-The 2nd annual Library Crawl (1st for Breese) was successful with 86 people stopping by. Breese Library gave out Ski courtesy of Excel. Thirty local patrons visited five or more facilities and six lucky winners received a water bottle. Fischer visited 35 facilities during the three weeks; Zurliene and eight members of the Adult Book Club visited eight.

-1000 Books Before Kindergarten will launch Feb. 22. This is a cooperative initiative with Carlyle, Germantown and Trenton libraries; New Baden was also contacted. Packets can be picked up after parents/children register. An article will go out for Feb. 12 editions; Keith Housewright (Carlyle) and Zurliene are scheduled for a WCXO interview before the launch.

-Beginning Feb. 11, Community Link clients will be at Breese Library from 10 am to 12 noon Wednesday in the Children's Room for table games and exercises. The public is invited to participate.

-LIVE History 2020 will include Chris Vallillo Thursday, Feb. 27, with "Music of the Civil Rights Movement;" Dennis Stroughmatt Tuesday, March 24, with "French Creole Fiddle Tunes and Tales from the Illinois Country;" and Brian "Fox" Ellis Thursday, April 23, on "John Deere: A Discussion of History & the Future of Agriculture." Board members are encouraged to attend and assist as needed (chairs, etc.)

Other Business:

-Zurliene presented 2019 statistics, noting especially check-outs via the Cloud Library (up 46%). Most items increased except for check-outs of magazines (-37%), videos/DVDs (-2%) and audio (-11%) and patrons using desktop computers (-12%). Other statistics include:

-Program attendance increased by 21%;

-Number of Facebook page followers increased by 21%;

-Total item circulation by local Breese Library patrons was 27,684 in 2019, up from 25,436 in 2018 for a 9% increase

-The Cloud library is free to all library card holders; Zurliene will do more PR on its availability.

-IDNR picked up the stuffed otter for the visitor's center at either Carlyle Lake or Pere Marquette.

-"Blind Date with a Book," where books are wrapped in pink paper and labeled with a brief description and a heart for Valentine's Day, has been popular.

-The printer with software to allow downloading from a device has been working sporadically. IT has been called to check on the problem.

-The library's 1991 roof sprung a leak. No books were damaged and Litteken Construction has installed a temporary patch. The city is seeking bids on a replacement; Usselmann will follow-up.

-Statements of Economic Interest are due May 1. Zurliene sent links to board members.

Building Committee – no report; **Finance Committee** – no report; **Book Committee** – no report

New Business:

Updating the magazine area into a conversation noon – tabled until the April meeting

As the Breese Journal has digitized their archives, the library’s microfilm version is no longer needed. Breese Historical Society accepted the microfilm for their archives; on a motion and second by Riley and Holzinger, the library will sell the microfilm reader to East St. Louis Public Library for \$500. They will pick-up.

Establishing standing committees of *Strategic Planning – Mission Statement & Goals; Building & Safety, Remodel & Renovation, Personnel Policies* and *Library Operational Policies* was discussed. Board members should let Zurliene know what committee he or she would be interested in. Each should have a minimum of two members plus Zurliene. For the personnel and operations policies, Zurliene will go through existing material and present a select number at each board meeting,

The meeting closed with photos from the Library Crawl and Zurliene and Fischer presented several things they had noted at other libraries. Possibilities that could be incorporated into the Breese facility included:

- Computer/laptop designated for the Share site, on some type of stand or podium;
- Coding Club;
- Lego Club (donations can be left at the library)
- Tech Day where an IT person is available to answer questions

With Board approval, the next meeting will be at 8 p.m. Tuesday, March 10, a week later than previously announced.

Adjournment

On a motion and second by Holzinger and Heeren, the meeting adjourned at 9:36 p.m.

Jean Steinman, President

Mary L. Heeren for Secretary Yvonne Ratermann