

## Minutes of Marshall Library Board – January 10, 2024

### Call to Order:

The Marshall Public Library Board of Trustees met in regular session on Wednesday, January 10, 2024. President John Tarble called the meeting to order at 6:00 pm. Board members present were Mike Cameron, Jody Green, Janet Hasten, Robert Nelson, Jenn Smitley, John Tarble and Herman Wallace. Adam Setzer arrived after the Director's Report. Alyson Thompson, Director and Jamie Poorman, Head Librarian, were also present. Melissa Straight was absent.

### Pledge of Allegiance:

The Pledge of Allegiance was performed by the trustees.

### Public Comments:

There were no public comments.

### Correspondence:

The library received a Christmas Card from Matt Davidson of the Farnsworth Group, which included a thank-you for having a good, helpful, and friendly team.

Anita Lascellas sent a Thank you card for the gloves she received for Christmas.

The Marshall Library's Kid's kits were highlighted on the Illinois Heartland Library System website.

### Secretary's Report:

The minutes from the December 13, 2023, meeting were reviewed. On a motion by Janet, seconded by Herman, the minutes were approved.

### Officers' Reports:

There were no officer's reports.

### Presentation of Bills:

The January invoices were listed and reviewed. On a motion by Herman, seconded by Jenn payment of bills in the amount of \$10,769.89 were approved. A roll call vote was taken and recorded as follows:

John – yes, Janet – yes, Mike – yes, Bob – yes, Herman – yes, Jody – yes, and Jenn – yes.

### Librarian's Report:

Jamie presented the Librarian's Report for December. Patron registration increased by 14, total circulation was 2,701 and the door count was 4,657. Jamie also noted that she and Eddie are offering Ancestry 101 one Friday a month, where individuals can meet with them one-on-one. Library patrons saved \$504,447 by checking out library materials during 2023.

### Friends of the Library Report:

The Friends of the Library met on January 4, 2024. They approved payment for some upcoming school programs and approved purchasing prizes for the Cabin Fever program. Their next meeting will be March 7, 2024, at 5:00 pm.

### Marshall Area Public Library District Report:

The Area District has not met since the library board's last meeting. Their next meeting will be on February 27, 2024, at 4:30 pm.

### Director's Report:

Alyson updated the trustees on several events and activities in December, noting AARP Tax Aide Counselor training was conducted for the upcoming tax season and a RaiseRight e-giftcard fundraising program was set up for the Friends of the Library. At the end of December, the Library accounts held \$230,892.19 in Operations, \$10,000 in Retirement and \$166,354.17 in Special Reserves, for a total of \$407,246.36.

**Old Business:**

Review of Phase II Construction Plans – Alyson received a Value Engineering Budget Tracker from Hannig Construction noting revisions from the original bid. The amount is still significantly higher than the Library's construction budget. Alyson will be meeting with them next week to review the revisions and to work at getting closer to the budget. Alyson also noted that she contacted Economic Development due to the significant changes being made to the construction plans. They stated their main concern is that the grant funds are being used for the elevator installation.

**New Business:**

PLAW Act effective 1/1/2024 – This act states part-time employees are eligible for paid time off, equivalent to one work week. Averages were calculated for each of the Library's part-time employees. These hours can be used at any time, for any reason, and without notice.

Per Capita Talking Points – The trustees reviewed the Per Capita Requirements for 2024.

**Other:**

Janet shared information regarding the passing of Charlotte Morecraft and requested that something be sent by the library. Alyson said a book in memorial of Charlotte will be sent to the family.

Jamie informed the board that donations received in memory of Judy McConchie will go toward the cost of the new mural going in the Dale McConchie room, the mural will depict the Library's history.

**Adjournment:**

The meeting was adjourned at 6:45 pm on a motion by Adam, seconded by Herman.

Next meeting will be on February 14, 2024, at 6:00 pm at the Marshall Public Library.

Jody Green, Secretary