

# MARSHALL AREA PUBLIC LIBRARY DISTRICT

## Board of Trustees Meeting

Tuesday, April 22, 2025, 4:30 p.m.

Marshall Public Library

Dale McConchie Meeting Room

1. **Call to order:** 4:30 p.m. by Jeff Burress
2. **Pledge of Allegiance**
3. **Roll call:** Noted by Kelley Ray, Secretary  
*In Attendance:* Jeff Burress, Cynthia Wright, Kelley Ray, Elaine Miller, Jeremy Anderson, Reuben Stence, Jamie Poorman (Librarian), Alyson Thompson (Library Director)  
*Absent:* Danielle Cline; Cynthia Wright left meeting at 5:07 p.m.
4. **Public Comment:** None
5. **Secretary's Report:**
  - a. Approval of November and February Minutes: Elaine Miller motioned to approve the Secretary's Reports for November and February. Cynthia Wright seconded. Motion passed.
6. **Correspondence:**
  - a. An email was received from Mandy Saia, Library Program Specialist at Illinois State Library, saying she enjoyed reading about our library improvements and genealogy collection.
  - b. An email was received from Charla Gilbert, Director of Library Services of Shake Learning Resource Center at Vincennes University, expressing appreciation for the Americans and Holocaust exhibit.
  - c. A thank you note from Jo Rich-Vadas for the book given in memory of her mother.
  - d. A thank you note from the Pentecostal Church in appreciation for everything the library does for the community.
  - e. A thank you note from Rylan Johnson for the Dairy Queen gift certificate from the 2025 reading program.
  - f. A thank you note from Denise Gaskins for the book given in memory of her mother.
  - g. A thank you note from Matt from the Farnsworth Group for sharing the ILA reports.
  - h. A thank you note and a donation of puzzles from Mike Dickison for the free tax prep.
7. **Treasurer's Report:** Reported on by Elaine Miller.
  - a. General Fund Balance: \$6,403.71
  - b. Insurance Fund Balance: \$3,791.30
  - c. Treasurer Report Approval: Roll call taken; all approved.
8. **Presentation of Bills:** None
9. **Librarian's Report:** Jamie Poorman reported. Copy attached.
  - a. In February the meeting room usage was up, had 10 new patrons, had many programs, and working on getting tracking back on website.

- b. In March had 14 new patrons, website tracker was back up, were able to get free Flickr Photos account to be able to upload unlimited amount of photos, and dropped Toddler Time to one day per week. Also, it was noted that the door count is for the front door only, and that Simply Gro donated 500 seed packets for the seed library.
  - c. Had a great turn out during the eclipse time.
10. **Director's Report / Friends of the Library Report:** Alyson Thompson reported. Copy attached.
- a. New library clerk hired—Caroline Everett.
  - b. Much staff training happening.
  - c. Carpet has been removed and replaced upstairs.
  - d. Elevator has been having trouble with backflow.
  - e. New railing has been installed in Illinois Room.
  - f. Dolly Parton Imagination Library may extend to county residents.
  - g. Library funding cuts were talked about.
  - h. A thank you to everyone who attended the City Council meeting presentation.
11. **Unfinished Business:**
- a. Little Library Outposts—Jeremy Anderson check on Mill Creek location; talked about relocating to a more stable location.
  - b. Statement of Economic Interest forms are online this year and are due by May 1, 2025.
12. **New Business:**
- a. Distribution of residual funds to MPL to rebuild savings. Kelley Ray motioned to leave \$1,003.71 in the General Fund and pay Hyder \$5,400.00 for software agreement. Jeremy seconded. Roll call taken. All ayes.
  - b. Distribution of Trustees Ethics Statement was handed out for each trustee to sign.
  - c. Copies of the updated Strategic Plan and Policies were handed out to each trustee.
  - d. New Trustee contact lists were handed out.
  - e. New FY 2025-2026 meeting dates/times were given out.
13. **Other:**
- a. Alyson Thompson said thank you for attending the annual City Council meeting (see 9 above).
14. **Next Meeting:** Next meeting will be June 24, 2025, at 4:30 p.m.
15. **Adjournment:** Kelley Ray motioned to adjourn at 5:33 p.m. Reuben Stence seconded. Motion passed.

Respectfully submitted by Kelley Ray