

**MARSHALL AREA PUBLIC LIBRARY DISTRICT Board  
of Trustees Meeting**

Tuesday, February 25, 2025, 4:30 p.m.

Marshall Public Library

Dale McConchie Meeting Room

1. **Call to order:** 4:30 p.m. by Cindy Wright
2. **Pledge of Allegiance**
3. **Roll call:** Noted by Jeremy Anderson, acting as Secretary  
*Also in Attendance:* Reuben Stence, Alyson Thompson (Library Director), and Jamie Poorman (Head Librarian)  
*Absent:* Kelley Ray, Elaine Miller, Danielle Cline, Jeff Burress
4. **Public Comment:** None
5. **Secretary's Report:**
  - a. Approval of Minutes was postponed until April's meeting due to a lack of quorum.
6. **Correspondence:**
  - a. A card from Damian and Eleanor Macey from Florida
  - b. Thank you from Mayor, for help with City Band research
  - c. Thank you from Jo Rich-Vadas for a memorial for her mother
  - d. Thank you from patron for Cabin Fever gift card
  - e. Thank you from Vincennes University for helping them with the Americans and the Holocaust exhibit application
7. **Treasurer's Report:** Reported by Alyson in lieu of Treasurer
  - a. General Fund Balance: \$6,403.71
  - b. Insurance Fund Balance: \$3791.30
  - c. Financial Report Approval: was postponed to April's meeting due to lack of quorum
8. **Presentation of Bills:**

No bills were received.
9. **Librarian's Report:** Reported by Jamie Poorman. Copy attached.
  - a. Computer usage is lower than normal
  - b. New patron count is on the rise
  - c. December grand re-opening had 386 people in attendance
  - d. Holly Days had 612 people visit
10. **Director's Report / Friends of the Library Report:** Alyson Thompson reported. Copy attached.
  - a. Four new staff members have been hired
  - b. Issue with new IL room carpet, a complete replacement is needed
  - c. New fire alarm is being triggered when the fire dpt. Refills their trucks, causing a water backflow pull from our system
  - d. Approximately 20 file boxes were filed with IL State Archives and shredded
  - e. Building, library and staff keys were updated and cataloged

**11. Unfinished Business:**

- a. Consolidated election will be held on 4/1/25, Elaine Miller will be on the ballot.
- b. Reuben Stence was sworn in as the new trustee and will be placed on the next consolidated election ballot
- c. Little Library Outposts: Jeff Burress was absent and will update progress at the next meeting.

**12. New Business:**

- a. New online Statement of Economic Interest forms are to be completed by 5/1.25.

**13. Other:**

**14. Next Meeting:** Tuesday, April 22, 2025, at 4:30 p.m.

**15. Adjournment:** Jeremy Anderson motioned to adjourn at 5:23 p.m. Reuben Stence seconded. Motion passed.

Respectfully submitted by Jeremy Anderson