

Minutes of Marshall Library Board – March 12, 2025

Call to Order:

The Marshall Public Library Board of Trustees met in regular session on Wednesday, March 12, 2025. President John Tarble called the meeting to order at 6:00 pm. Board members present were Mike Cameron, Jody Green, Janet Hasten, Robert Nelson, Steven Schofield, Jenn Smitley, Melissa Strait, John Tarble and Herman Wallace. Alyson Thompson, Director and Jamie Poorman, Head Librarian, were also present.

Pledge of Allegiance:

The Pledge of Allegiance was performed by the trustees.

Public Comments:

There were no public comments.

Secretary's Report:

The minutes from the February 12, 2025, meeting were reviewed. On a motion by Herman, seconded by Mike, the minutes were approved.

Officers' Reports:

Secretary Jody Green reviewed the correspondence received by the library, which included Thank you cards from a patron moving away, the Pentecostal Church, Jo Rich-Vadas, and a cabin fever winner. The March edition of the ILA Reporter, which featured the library, was presented.

Presentation of Bills:

The February invoices were listed and reviewed. On a motion by Mike, seconded by Jenn, payment of bills in the amount of \$5,093.45 were approved. A roll call vote was taken and recorded as follows:

Herman – yes, Steve – yes, Mike – yes, Melissa – yes, Bob – yes, Jenn – yes, Janet – yes, John – yes, and Jody - yes

Librarian's Report:

Jamie presented the Librarian's Report for February. Patron registration increased by 10 and total circulation was 2,496. Facebook views were high again this month. The library has been making daily posts to the page. The Seed Library usage is beginning to pick up. Jamie also noted that meeting room usage was up and the website tracking feature was fixed.

Friends of the Library Report:

The Friends of the Library met on March 6, 2025. They have started working on Oral Histories again. They also approved purchasing a new magazine rack and the funding of the 1st and 3rd grade visiting author programs. Their next meeting will be May 1, 2025, 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 April 22, 2025, at 4:30 pm.

Director's Report:

Alyson updated the trustees on several events and activities in February, including lots of training for new staff, updating values for art, technology and building equipment for insurance, maintenance on the elevator, and receiving a \$3,500 donation from 100 Women Who Care.

At the end of January, the Library accounts held \$223,814.66 in Operations, \$10,000.00 in Retirement and \$10,000.00 in Special Reserves, for a total of \$243,814.66.

Old Business:

- Phase II Construction Project – carpeting and fire alarm
 - Hannig is working with a different carpet installer to replace the upstairs carpeting. Replacement carpeting will be installed prior to the upcoming exhibit.
 - City workers installed a backflow meter in the alley to hopefully prevent the fire alarm trigger.

- Distribution of library Strategic Plan and Trustee Bylaws

Alyson provided copies of the library's updated Strategic Plan and Trustee Bylaws to be placed in the trustee handbooks.

- Statement of Economic Interests – now sent via email – due May 1st.

Alyson reminded the trustees that the annual Statement of Economic Interest forms are now completed electronically. An email from the County Clerk has been sent to the trustees' email account with a link to the form.

New Business:

- Finance Committee presents FY 2025/26 Budget.

The Finance Committee presented the budget for the upcoming fiscal year for the trustees to review. On a motion by Jenn, seconded by Bob, the presented budget of \$350,000 was approved. A roll call vote was taken and recorded as follows:

Herman – yes, Steve – yes, Mike – yes, Melissa – yes, Bob – yes, Jenn – yes, Janet – yes, John – yes, and Jody - yes

Other:

Alyson informed the trustees about a concern received from a patron regarding the separation of church and state due to a religious gathering that was held in the Illinois Room. Alyson researched the situation and spoke with attorney Dick James. Both believe there is no conflict of separation of church and state, as long as library policies are followed.

Alyson presented revisions to the Library Room Rental Agreements for the trustees to review. The revisions will be discussed and approved at the next meeting.

Adjournment:

The meeting was adjourned at 7:10 pm on a motion by Steve, seconded by Herman.

Next meeting will be on April 9, 2025, at 6:00 pm at the Marshall Public Library in the McConchie Meeting Room.

Jody Green, Secretary