

Louis Latzer Memorial Public Library Board of Trustees

Meeting Minutes

Tuesday, September 19, 2023

The monthly meeting of the Louis Latzer Memorial Public Library Board was called to order by Sharon Rinderer at 5:00 p.m. on September 19, 2023.

Roll call showed the following members were present:

Nancy Genteman

Justin McLaughlin

Marshall Rinderer

Joshua Short

Bill Wagner

Angela Kim, Director

Absent: Amy Kloss, Susan Martz, Shaun Voegelé,

William Piper and Louis Latzer

**August Minutes:** After a review of the minutes, Marshall Rinderer made a motion to approve the minutes and Josh Short seconded. Motion carried.

**Public Forum:** None

**Treasurer's Report:** The property tax money continues to come in. The accounts continue to look good. Sharon will call the bank regarding fraud protection. Bill Wagner made a motion to accept the treasurer's report and Nancy Genteman seconded it.

**August Bills:** After the board reviewed the bills, Josh Short made a motion to approve the August bills and Bill Wagner seconded it. Roll was called for paying the August bills. Motion carried.

**Librarian's Report:**

Angela is still waiting on the deposit of the last half of the fraudulent check. She has checked into it several times, but asked if perhaps the board could help out.

Per Capita Grant: The shelving units that were paid for by the Per Capita Grant are expected to be delivered in early October.

HACF Grant: Angela received notice that we will be receiving a HACF Grant in addition to our state funds. She had requested the funds for the new shelving in the back of the library that will make the large print area ADA compliant. The banquet to receive the funds is on October 10<sup>th</sup> and she plans to attend.

Rotary Grant: Angela also wrote and received a Rotary Grant that will be used to build a multipurpose classroom at a camp in Poland where many Ukrainian refugees are living.

Former Employee: Laura Hammel, a former employee's father, Charlie Hummel died recently. The library designated several books in his name from the Board and Staff.

Digital Work: The digital work where someone was supposed to be donating a website/server has fallen through. Angela is checking into options such as a host, server, etc. It might be more economical to put the photos and objects on Omeka, which is an open source and have the family histories, books, etc. outsourced by the same group that did our newspapers. It would then be accessible in one place and also easily searchable.

Angela also nominated Petersburg, IL for a grant for digitizing their newspapers. She asked the board about continued spending on digitization. Sharon suggested contacting larger libraries in the areas on how they handle their digitization.

ILA: Illinois Library Association (ILA) Annual Conference will be held October 24-26 in Springfield. Angela would like to offer the staff the opportunity to attend for a day.

Holiday Dinner: Angela has been checking into the possibility of a holiday dinner. She has found that caterers are still not readily available and are very costly. It was decided that we will skip the dinner this year and ask for donations to the library. The idea of possibly having something in the spring was discussed.

City Hall: The city will be sending over a couple of boxes from the old display cabinet in the lobby of city hall. Angela would like to display some of the items or safely store them since city hall is still under construction.

Children's Circulation Desk: The countertop people stripped and sealed the quartz countertops because there has been a problem of fingerprints, stains, etc. If this does not work, they will replace them.

Microfilm: Angela has been working on a microfilm project and was in contact with the Abraham Lincoln Presidential Library with some questions. She discovered that they are still microfilming the Highland News-Leader. Our library only has issues up to 2014. She has ordered the last four rolls that are available, which is from 2015-2018. Once they get the rest completed, she will be order them. Each roll costs about \$45. After she receives them, she will send them to Advantage Archives to have them digitized.

Book Committee Report: There were 58 books presented to the library and one statue. The statue was from Betty Malan in memory of her husband, Roland Malan. Approximately \$900 dollars was presented to the library in memory of Betty Tschannen. Also, the Hummel family designated the library for memorials in Charles Hummel's memory.

### **Unfinished Business:**

Pollinator/Educational Garden: Angela will be meeting with someone from Marine regarding the garden. Linda Montayne, who is a member of the city's tree commission, has contacted Angela about the possibility of them working with her on the project.

Illinois Statute on Banned Books: Angela is still in the process of updating the library's policies.

**New Business:**

Non-Resident Fee: The board made the decision to keep the non-resident fee at \$85. Josh Short made a motion to keep the \$85 fee and Marshall Rinderer seconded it.

**Other Business:**

Josh Short was at Caseyville Public Library recently where he noticed they have merchandise promoting their library. It might be something the library could look into for further promotion.

Josh Short also asked whether the library has done any strategic planning lately. The last one was about four years ago. It might be something to consider doing.

**Adjournment:** Bill Wagner made a motion to adjourn and Marshall Rinderer seconded it. Meeting adjourned at 5:45 p.m.

**Next Meeting:** October 17, 2023.