



# QUINCY PUBLIC LIBRARY

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## **Quincy Public Library Board of Trustees Meeting Tuesday, March 18, 2025 Minutes**

The meeting of the Quincy Public Library Board of Directors was called to order at 6:22 p.m. on Tuesday, March 18, 2025, by President Jon Hoover. The roll call attendance was as follows:

Jon:	present	Clairice:	present
Lena:	present	Dean:	present
Megan:	present	Harry:	present
Cheryl:	present	Kelly:	absent
Scott:	present		

Present: 8      Absent: 1

Others present: Brandy Willer from Wade Stables, Kathleen Helsabeck, and Jess Givens.

The library audit completed by Wade Stables was included in the board packet, and presented to the board by Brandy Willer. She informed the board that the Auditor's Report indicated an overall clean audit for the library for fiscal year close April 30, 2024.

### **I. CONSENT AGENDA**

Megan made a motion to approve the consent agenda. Lena seconded and the motion carried.

### **II. PRESIDENT'S COMMENTS**

Board President, Jon Hoover expressed excitement for the arrival date of the Mobile Library and it making a debut in the Dogwood Parade, and encouraged all board members and their families to join staff in the parade walk.

Jon also spoke at QU about the library and learned that many students were unaware of some of the library's services, including genealogy research and notary services.

### **III. FRIENDS OF THE LIBRARY**

Gerri from FOL reported that the store brought in \$2,300 for the month of February and reminded the board that the book sale is scheduled for April 3<sup>rd</sup> through the 5<sup>th</sup>.

#### IV. RECOGNITION OF CORRESPONDENCE

A letter was written with a donation to the library. A community member on a fixed income expressed her gratefulness for the services we offer. She went on to say she wishes the city and the mayor could see the importance of their partnership with the library, and that her homebound husband would be lost without our digital services that he uses on his Kindle.

#### V. DIRECTOR'S REPORT

Kathleen provided to the board the library's current Discovery Guide for April and May 2025 to highlight the upcoming programs and book clubs for adults and the advancement in the activities for teens.

The mobile library finally has a delivery date of Wednesday, April 2, 2025, where two representatives from Matthews Vehicles will train staff on a walk through training session of the vehicle. The following week, participating staff will spend two days at JWCC doing driver training.

Staff have organized mobile library visits to all Quincy schools through the month of May and working on schedules for June.

Ward parties to host ribbon cuttings for the vehicle debut will occur through the months of April and May. The Friends of the Library designed mobile library shirts to sell and they have been invited to walk with staff and board members in the parade. FOL members have also been invited to call their aldermen and share their library stories.

The vehicle will have signs that say, "Follow Us to the Library", so that after the parade is over the bus can park in the front public lot and the community can walk over to view the new branch of the library.

The annual 1<sup>st</sup> Grade Library Tours began March 3<sup>rd</sup> and were an eventful success.

IT Coordinator, Jen Burkette, submitted a Digital Equity Grant and for a Digital Discovery Zone through partnership with Western Illinois University to broaden digital inclusion efforts and expand community access to technology. The proposed Digital Discovery Zone would include upgraded print/scan stations, additional public computers, tablet and hotspot lending for Outreach seniors, and digital workshops for seniors and teens.

Harry made a motion to reschedule the next board meeting from April 15 to April 23 since one of the ward parties will fall on April 15. Scott seconded and the motion carried.

#### VI. NEW BUSINESS

EXPENDITURE APPROVAL LIST – Megan made a motion to approve the expenditure approval list. Cheryl seconded and the motion carried. The roll call was as follows:

Jon: yes  
Lena: yes  
Megan: yes  
Cheryl: yes  
Scott: yes

Clairice: yes  
Dean: yes  
Harry: yes  
Kelly: absent

Yes: 8 Absent: 1

VII. PUBLIC COMMENT

Gerri from the Friends of the Library offered any volunteer help from FOL members if needed on the vehicle delivery date, since the book sale will also be in the process of being set up.

VIII. ADJOURNMENT

Dean made a motion to adjourn the meeting. Clairice seconded and the motion carried. The meeting was adjourned at 7:15p.m.