



QUINCY PUBLIC LIBRARY

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Quincy Public Library Board of Trustees Meeting Tuesday, May 20, 2025 Minutes

The meeting of the Quincy Public Library Board of Directors was called to order at 6:03 p.m. on Tuesday, May 20, 2025, by President Jon Hoover. The roll call attendance was as follows:

Jon Hoover:	present	Clairice Hetzler:	present
Lena Jones:	absent	Dean LaVelle:	present
Scott Walden:	present	Kelly Mays:	absent
Cheryl Predmore:	absent	Harry Ruth:	present
Megan Duesterhaus-AuBuchon:	present		

Present: 6 Absent: 3

Others present: Kathleen Helsabeck, Natascha Will and Jess Givens.

I. CONSENT AGENDA

The board discussed the statistics report when members inquired about some of the significant changes in data. Dean pointed out that print and A/V material circulation is down and is not offset by the patron traffic statistics, and wondered if the lack of available material that was discussed in last month's meeting is likely a factor in the result of a decrease. He suggested again that the library market its collection more since the website viewing statistics show an increase. Dean made a motion to approve the consent agenda with the exception that the April minutes be revised to further emphasize the detail of the discussion had on collection development and to reflect the trustees in attendance. Megan seconded and the motion carried.

II. PRESIDENT'S COMMENTS

Jon informed the trustees of all the successful ward parties to debut the Mobile Library into the community, and of the presentation of the vehicle in the Dogwood Parade. He thanked those who participated and reiterated all the positive feedback that was received from the public during those events.

III. PUBLIC COMMENTS

There were no public comments at this time.

IV. FRIENDS OF THE LIBRARY

Geri informed the board that the April book sale brought in \$2,795.50, the bookstore brought in a revenue of \$2,523.75 for the month of April, and the Friends donated \$5,000 to the library for Summer Read. She also announced that this year, the Friends will be doing three book sales as opposed to the usual two. Along with the April and October book sales, there will be one held July 31 – August 2.

V. RECOGNITION OF PATRON CORRESPONDENCE

Suggestion cards from patrons during the month of April showed appreciation for Rachelle's work in the new Seed Library, and additional appreciation for Tween Specialist, Chloe, suggesting she would make a great Librarian for the community's young adults.

VI. DIRECTOR'S REPORT

Kathleen thanked the trustees for their work preparing the budget for this year and those who spoke at the city council meetings on behalf of the library. Kathleen presented the financial review of the last six months of budget planning and the city council budget votes for April 2024 and 2025 for review. The board spoke on their efforts to convey to city aldermen the impacts of a \$140,000 budget cut on future library operations and the lack of concern from city officials.

The board was reminded of Summer Read Kick-Off on Saturday, May 31 and the board member advocacy tasks and the Summer Reading Ending Party on Thursday, July 31 in the upper southwest parking lot.

VII. UNFINISHED BUSINESS

LIBRARY DISTRICT DISCUSSION – Scott suggested QPL speak to a legal representative regarding the logistics of becoming a district library. Harry reminded the trustees that going district will also introduce new obstacles that the board currently does not have as a city library. Kathleen responded by reiterating that maintaining a sustainable fiscal funding strategy is the main reason a discussion of becoming a library district was introduced to the board.

STRATEGIC PLAN REPORT – Kathleen updated the board that the IGA did not go through with the city but that the focus still remains on obtaining a stable financial resource. The Mary Weems Barton patron letter campaign made \$19,000, and QPL marketing has added all alderman email addresses to the library's monthly newsletter listing along with all 18,000 current card holders.

Regarding goals for developing staff, Kathleen reported that two and a half vacancies need to be filled in the Reference department, and the remaining librarians became notary publics alongside two of the Mobile Library staff, advancing the library to a total of five notaries on staff. The board suggested Kathleen move forward filling the open positions in the Reference department.

VIII. NEW BUSINESS

EXPENDITURE APPROVAL LIST – Harry made a motion to approve the expenditure approval list. Dean seconded and the motion carried. The roll call vote is as follows:

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

Yes: 6 Absent: 3

FINANCIAL REPORT - Megan made a motion to approve the financial report for April 2025. Dean seconded and the motion carried.

FY25/26 BUDGET – Kathleen included the new budget for the board to approve the change in revenue. Megan made a motion to approve the amendment to the budget. Clairice seconded and the motion carried. The roll call vote was as follows:

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

Yes: 6 Absent: 3

TQ BOARD VACANCIES – Kathleen announced that the Townships of the Quincy Area Public Library District board was down to three members but appointed two at last night's annual meeting. The trustees were informed that Pat Woodworth and Mecca Rainey filled two of the TQ board vacancies, and Kathleen is still recruiting for more members at this time. In addition, the MWB board has four trustees leaving their board, and Kathleen encouraged board members with suggestions for new board additions to please let her know.

MAYOR TROUP RECOGNITION – Jon reiterated to the board that former Mayor, Mike Troup, is a great supporter of the library, attended various programs and events and is the reason QPL has the budget passed as he broke the tie vote. It was agreed to recognize his years of support to the library and service to the community at the next board meeting.

NOMINATING COMMITTEE – The committee is scheduled to meet on June 10, 2025, at the library in the small conference room.

PHILANTHROPIC NAMING AND RECOGNITION OPPORTUNITIES POLICY –

Some board members expressed that the policy has too much unnecessary language but nothing specific to donation thresholds in regard to general donations compared to capital campaigns with special projects. The policy was then referred to the Policy Committee.

IX. PUBLIC COMMENT

There were no public comments at this time.

X. ADJOURNMENT

Dean made a motion to adjourn the meeting. Clairice seconded and the motion carried. The meeting was adjourned at 7:57 p.m.