



# QUINCY PUBLIC LIBRARY

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## Quincy Area Public Library District Board of Trustees Meeting Tuesday, June 18, 2024 Minutes

The regular meeting of the Quincy Public Library Board of Directors was called to order at 6:00 p.m. on Tuesday, June 18, 2024, by President Dean LaVelle. Trustees present: Jon Hoover, Lena Jones, Clairice Hetzler, Cheryl Predmore and Angela Ketteman.

Trustees absent: Harry Ruth, Megan Duesterhaus-AuBuchon and Kelly Mays.

Others present: Executive Director, Kathleen Helsabeck and Jess Givens

- I. AGENDA  
Lena made a motion to approve the consent agenda. Clairice seconded and the motion carried.
- II. MINUTES  
Lena made a motion to approve the meeting minutes. Clairice seconded and the motion carried.
- III. PUBLIC COMMENT  
There were no public comments.
- IV. FRIENDS OF THE LIBRARY  
Gerri Grawe reported to the board the FOL current balance of approximately \$49,000 after donations to the library. Their committee plans to do away with their amazon account and will add the collection to the book sale while they research a new platform. The FOL team now consists of 138 members, and they are currently planning their summer luncheon next month, which is to be held at the library.
- V. RECOGNITION OF CORRESPONDENCE AND PATRON COMMENTS  
A patron added a suggestion to our suggestion box saying we should add a book drop at Blessing. The board liked this suggestion and discussed other potential places around Quincy we could consider expanding our locations. It was also discussed that the new mobile library would provide that service.
- VI. DIRECTOR'S REPORT  
Summer Read Kick-Off was a huge success with 1,680 patrons attending, as well as 1,727 patrons who visited the library throughout the day. Additionally, there are 1,313

patrons actively participating in the summer read challenge.

Kathleen informed the board that the library will have a booth at the Juneteenth event on June 15 that will include a story walk, a craft, a flip book, and coloring pages.

Additionally, there is a Juneteenth display in the lobby sponsored by the Juneteenth Committee and First Baptist Church. The library adds to the display by adding library materials from our collection.

Matthews has informed staff that we are still on track for delivery of the Mobile Library at the end of the year. They have also provided us with main warranty documents that include warranties for flooring, chassis, body, generator, graphics, and MSV. The remaining warranty documents will be provided at the time of delivery.

Kathleen then announced to the board that the library is about to announce that we received the NEA Big Read Grant of \$20,000. Big Read will kick off on Thursday, September 19, 2024, at 6:00 p.m. The Big Read book chosen this year is *The Bear* by Andrew Krivak, and the Little Read book this year will be *I'm With Me* by local author Ron Kinscherf and illustrator, Holly Brogaard.

Kathleen then let the board know that we are in the process of hiring a full-time maintenance staff person and a mobile library specialist. We are also working on recruiting for an Assistant Director.

IT has been working with a new vendor for a phone system replacement. Additionally, we are purchasing more monitors from a donation from the Friends of the Library.

VII. EXPENDITURE REPORT – May 31, 2024

Angela made a motion to approve the expenditure report. Cheryl seconded and the motion carried. The roll call was as follows:

Dean:	yes	Clairice:	yes
Jon:	yes	Cheryl:	yes
Lena:	yes	Angela:	yes

VIII. APPROVAL OF NON-RESIDENT FEE

Kathleen presented information on the non-resident fee. The non-resident fee is based on the taxes or equivalent to taxes and since there was an increase to the library budget, subsequently there is an increase to the non-resident fee. Kathleen also shared information from the State Library about what constitutes as non-resident. A non-resident is a citizen living in an unserved library area inside the state of Illinois. Right now, we cannot sell to non-Illinois residents. The library hopes to have an agreement soon.

Lena made a motion to approve the new \$90 non-resident fee. Angela seconded and the motion carried.

IX. EXECUTIVE SESSION – CLOSED MINUTES

Angela made a motion to go into executive session at 6:50 p.m. to review closed minutes. Cheryl seconded and the motion carried.

There being no further discussion after executive session, Angela made a motion to adjourn. Cheryl seconded and the motion carried to adjourn the meeting at 6:57 p.m.