

**Quincy Public Library
Board of Trustees Meeting
Tuesday, December 12, 2023
Minutes**

The regular meeting of the Quincy Public Library Foundation Board of Trustees was called to order at 6:02 p.m. on Tuesday, March 14, 2023. Trustees present: President, Dean LaVelle, Clairice Hetzler, Cheryl Predmore, Jonathan Hoover, Lena Jones, Megan Duesterhaus-AuBuchon, and Harry Ruth. Trustees Absent: Angela Ketteman and Ben Uzelac. Others present: Executive Director, Kathleen Helsabeck, TQ Board President, Jennifer Harvey and Jess Givens.

I. BOARD EDUCATION

Kathleen Helsabeck presented *Serving Our Public*.

II. APPROVAL OF CONSENT AGENDA

Megan Duesterhaus-AuBuchon moved to approve the consent agenda that included the meeting minutes of Tuesday, November 14, 2023. There being no further discussion, Clairice seconded and the motion carried.

III. PRESIDENT'S COMMENTS

Dean LaVelle informed the board that he had visited the library in Rochester, IL and got a tour from their director, Janet McAllister. They are a district library that shares a building with the Village Hall and the police department. They offer license renewals and passport applications as two very interesting services and they have over 6,000 cardholders in a town population of only 4,000.

IV. PUBLIC COMMENTS

QPL staff members, Peggy Duesdieker, Lauren Cunningham, Natascha Will, Gina Miller, Adrian Herring, Jim Brown, Jennifer Burkett, Bridget Quinlivan, Carol Nunn, and Jessica Zapata were all present to voice their concerns regarding the agenda item of discussion involving opening the library for Sunday hours.

Megan Duesterhaus-AuBuchon informed the attending staff members that the board has already discussed previously the willingness of hiring more staff members to take on some of the extra weekly labor.

Dean LaVelle suggested tabling the Sunday hours discussion until after Kathleen Helsabeck gets a chance to discuss the topic with the staff for more feedback.

Following the discussion of Sunday hours, Gina Miller told the board that her son is very excited to join the Dungeons & Dragons program with Young Adult Librarian, Bridget Quinlivan. She is thrilled to see that since Bridget joined QPL, her son is much more social. Additionally, the Young Adult programs have also seen an increase in attendance statistics since Bridget joined the library. Board member, Jonathan Hoover, has taken interest in the D&D program as well, and is very pleased with the addition to our calendar.

V. **FRIENDS OF THE LIBRARY**

Geri Grawe announced the new officers for 2024 to be Ken Grawe, Jan Hummel, Paula Bristol, Tim Jacobs, and herself.

The Friends also ran their year end report that shows all revenues totaling over \$36,000.00. They also donated a total of \$32,400 to the library throughout the year of 2023, as well as presented \$2,000 for the Love My Library campaign.

VI. **DIRECTOR’S REPORT**

Kathleen Helsabeck reported 176 participants in attendance for Stephanie Land’s Author Talk for Community Read. The library gave out 100 copies of her book that came out that week before to the first 100 patrons that signed up for Author Talk.

All board members were invited to the Library’s Staff Christmas party on Tuesday, December 19.

Kathleen then informed the board that recent communication from Matthews states that we are now looking at late quarter 2 of 2024 is when the production will begin on the Mobile Library. This means that the new estimated time of arrival for the vehicle is now to be around end of quarter 4 of 2024.

Finally, Kathleen began discussion with the board regarding the draft letter to the mayor for the new fiscal year budget increase request.

VII. **UNFINISHED BUSINESS**

The finance committee approved the draft of the funding request letter to the city to be brought to the board. It was stated that the letter needed more details and an explanation for increased funding. It was requested that the letter be sent back to the Finance Committee to flesh out more. Suggestions involving adding more visual aid to the letter that shows why increases were positive in the past were then discussed.

Cheryl made a motion to approve the expenditure report for November and Megan seconded. The roll call vote was as follows:

Dean:	yes	Clairice:	yes
Megan:	yes	Jonathan:	yes
Lena:	yes	Cheryl:	yes
Harry:	yes	Angela:	absent
Ben:	absent		

Harry made a motion to approve the Daikin Program Proposal and Clairice seconded. The motion passed.

Lena made a motion to approve the 2024 meeting dates and Cheryl seconded. The motion passed.

Clairice made a motion to approve the Library Bill of Rights and Megan seconded. The motion passed.

Lena made a motion to approve the QPL Bylaws and Clairice seconded. The motion passed.

Cheryl made a motion to approve the Combined Policy Amendments and Megan seconded. The motion passed.

Dean thanked the staff for coming to the meeting and speaking publicly about their concerns to the discussion of Sunday hours and welcomed any further public comments. There being no further public comment or discussion, Megan made a motion to adjourn the meeting and Cheryl seconded. The meeting was then adjourned at 7:41 p.m.