



MORRIS AREA PUBLIC LIBRARY
BOOKS FOR ALL

Morris Area Public Library
January 9, 2023
Board of Trustees General Meeting Minutes
6:30 pm
Morris Area Public Library Conference Room

Minutes-

1. Call to Order at 6:30 P.M.
 - a. Roll Call- Davy, Keavney, Minett and Porth were present. Also present were Library Director Mai and guests: Burton, Christensen, and Peterson. Absent Cummings and Dergo.
2. Review of the Agenda for Additions/Changes.
 - a. None
3. Correspondence, Communications, and Public Comment
 - a. None
4. Minutes from the previous regular meeting
 - a. A motion was made to approve the December 12, 2022 General Board Meeting Minutes. Minett moved to approve meeting minutes and Keavney seconded. Approved 4-0.
5. Director's Report
 - a. The Library applied for and received a Sanford Grant through the Community Foundation of Grundy County. The library in conjunction with 2 other libraries will be taking 47 teens to lunch and then Navy Pier to see "Comedy of Errors" at the Shakespeare in the round on April 8. This will be open to all residents of Grundy County from the ages of 14 - 19.
 - b. Julie, from the city, forwarded a complimentary email about our Visit with Santa program.
 - c. There are a couple of big programs coming up in the next couple of months. There are two bus trips scheduled, a program on the Bronte Sisters and a fundraiser for St. Baldrick's where 4 members of the staff are getting their hair shaved to support childhood cancer research.
 - d. The Lion's Club will partially fund the mural at the library. We are still looking for other community support for this project.
 - e. The funds have been moved from a checking account to a money market account on the advice of the Accountant. The library will earn more interest and have increased financial protection.
 - f. Christensen will be reducing hours and focusing on the bookkeeping aspects of the job.
 - g. The library is interviewing to hire a person to work on marketing.
 - h. The library has hired an IT staff person. He has added a WIFI Booster to the basement to get a stronger signal. The furnaces have also been rescheduled to reflect the weather and library hours.
 - i. The library will be closing on January 18 for an all staff training day.
 - j. Four members of the staff are participating in the fundraiser for St. Baldrick's foundation and will have their heads shaved on April 1 at the Influence Salon. The Goal is to earn \$ 5000 to support childhood cancer research. All are welcome to come and cheer them on.
 - k. There are five Trustee positions open and four ballot application packets were turned in for the April election.
 - l. Zabel and Associates is downsizing and will no longer be doing Audits. The Director is looking into other firms and getting quotes.
 - m. Director Mai will be attending the ALA Winter Conference in New Orleans and will be out January 27 - February 6.
 - n. The Director will be getting privacy panels to make the office more secure for private conversations.
6. President's Report

- a. None
- 7. Vice President's Report
 - a. None
- 8. Financial Report
 - a. Motion was made to accept the December Financial reports as presented in the board packet. Motioned by Minett and seconded by Davy. Approved 4-0.
- 9. Committee Reports
 - a. Finance Committee
 - i. None
 - b. Technology Committee
 - i. Sargent has been hired in the IT position. He is working with TBS and Dell to schedule the new server to make as little disruption to the building as possible.
 - c. Strategic Plan Committee
 - i. A rough draft of the survey for the community was handed out. When the survey is approved it will be found on the library website, facebook, City Hall and in a paper version at the front desk.
 - d. Personnel Committee
 - i. The library is in the process of interviewing people for the open marketing position.
 - e. Policy Committee
 - i. A meeting is scheduled for January 23 at 6:00 PM at the library. There are 7 policies being reviewed.
 - f. Facilities Committee
 - i. None
 - g. Ad Hoc Construction Committee
 - i. The first meeting was attended by 3 members of the community, 2 board members and 1 staff member. The Director has permission to get a proposal contract from Independent Construction Services for the board to vote on. The next meeting is February 7.
- 10. Unfinished Business
 - a. None
- 11. New Business
 - a. Sargent was introduced to the board as the new IT hire.
- 12. Other
 - a. None
- 13. Adjournment - Time 7:14- Minett motioned to adjourn, seconded by Keavney. Approved 4-0.

All topics on the agenda are potential action items.

The Morris Area Public Library District is subject to the requirements of the Americans with Disabilities Act.

Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting for the facilities, are required to contact the library administrator at (815) 942-6880 x116 promptly to allow the Morris Area Public Library District to make reasonable accommodations for those persons.

Angelique Minett, Board Secretary