



**Morris Area Public Library
Board of Trustees Agenda
6/10/24
6:30p
Morris Area Public Library Conference Room**

The Morris Area Public Library will convene a regular meeting on 6/10/2024 , at 6:30p in the library basement. The meeting will include an opportunity for public comment. Any member of the public that would like to make a public comment can submit their public comment via email to sdavy@morrislibrary.com by 4:30p on June 10, 2024 Public comments submitted via email will be announced during the public comment portion of the meeting.

Agenda -

1. Call to Order and Roll Call
2. Review of the Agenda for Additions/Changes
3. Correspondence, Communications, and Public Comment
4. Minutes from previous regular meeting
5. Directors Report
6. President's Report -
7. Vice President's Report -
8. Financial Report

- a. May Check Detail
- b. Fund Account
- c. Reconciliation Report
- d. Budget vs Actual
- e. Spark card
- f. Consent Agenda Motion to approve:

**Due to the resignation of our Bookkeeper we do not have the
May Financial reports.**

9. Committee Reports
 - a. Finance Committee (Cummings)
 - b. Technology Committee (Ebert)
 - c. Strategic Plan Committee (Keavney)
 - d. Personnel Committee (Davy)
 - e. Policy Committee (Minett)
 - f. Facilities Committee (Geiger)
 - g. Ad hoc Construction Committee (Mai)

10. Unfinished business

11. New Business

12. Executive Session

- a. Executive session pursuant to 5ILCS 102/2: the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body against legal counsel for the public body to determine its validity.

- b. Executive session pursuant to 5ILCS 102/3: the selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.

13. Action on Executive Session

14. Other

15. Adjournment

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



MORRIS AREA PUBLIC LIBRARY
BOOKS FOR ALL

Morris Area Public Library

May 13, 2024

Board of Trustees General Meeting Minutes

6:30 pm

Morris Area Public Library Conference Room

Minutes-

1. Call to Order and Roll Call

- a. Called to order at 6:33 P.M.
- b. Roll Call: Cummings, Ebert, Keavney, and Peterson were present. Davy and Minett were absent.
- c. Library Director Mai and guests Burton, Zableckis and Geiger were also present.

2. Review of Agenda for Additions/ Changes

- a. A motion was made to accept the agenda. Motioned by Cummings and seconded by Peterson. The motion was approved 4-0.

3. President Swearing in New Trustee - Geiger

- a. Robert Geiger sworn in by Vice President Keavney. Oath was signed.

4. Correspondence, Communications, and Public Comment

- a. Complimentary letter received from the Morris Watercolor Guild, thanking the Library for offering exhibit space.

5. Minutes from the previous regular meeting

- a. A motion was made to approve the April 22, 2024, General Board Meeting Minutes, with spelling correction. Motioned by Ebert and seconded by Peterson. The motion was approved 5-0.

6. Director's Report

- a. Received positive feedback from community members regarding the library being fully staffed, patrons are greeted upon entry, and the brightness of the library.
- b. Upcoming programs are Movies in the Park, Field Museum bus trip, Slammers baseball game bus trip, Storm Chasers program, and Bluey Party.
- c. Finishing onsite visits for new copier, goal is to make a final decision by the end of May.
- d. Finalizing Chromebook procedures for patrons to use inside the library.
- e. Outreach to Elliot Manor has been productive for "Senior Tech" sessions.
- f. Summer Reading Program theme is "Adventure Starts Here". Watch for decorations.
- g. We welcome Geiger as a new Trustee on the Board.
- h. Committee Chairman has been added to the Board Meeting Agenda.

7. President's Report

- a. None

8. Vice President's Report

- a. None

9. Financial Report

- a. A motion was made to accept the financial reports as presented. It was moved by Keavney and seconded by Cummings. Cummings, Ebert, Keavney, Peterson, and Geiger were in favor. None were opposed. The motion was approved 5-0.

10. New Business

- a. Landscaping/weeding needs to be done before brick project. A Zinnia bag was recommended for planting.
- b. Open sign recommended for front door, as well as a bigger sign with library hours.

11. Committee Reports

a. Finance Committee

- i. Cummings and Library Director to touch base regarding insurance issue.
- ii. Find out if library funds were left by Jim Balm

b. Technology Committee

- i. Peg Ebert named as Chair

- c. **Strategic Plan Committee**
 - i. Ensure approved construction plans are on the website
- d. **Personnel Committee**
 - i. Sara Davy named as Chair
- e. **Policy Committee**
 - i. Caroline Cummings named as Chair
- f. **Facilities Committee**
 - i. Robert Geiger named as Chair
 - ii. Share facilities document with Geiger to continue updating.
- g. **Ad hoc Committee**
 - i. Suggested some small details for the construction, and a time capsule.

12. Executive Session

Executive session pursuant to 5ILCS 102/2: the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body against legal counsel for the public body to determine its validity.

Executive session pursuant to 5ILCS 102/3: the selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given the power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office when the public body is given the power to remove the occupant under law or ordinance.

13. Action on Executive Session

- a. None.

14. Unfinished Business

- a. None

15. **Adjournment** - Time 7:05 pm. Ebert motioned to adjourn, seconded by Cummings . Approved 5-0.

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



Director's Report June 2024

Community -

- We have been asked to participate with ACE in their anniversary/birthday celebration. We will have a table for information and demonstration of some of our Library of Things (items donated from ACE)
- We have received notification that we have qualified for 2025 Per Capita Grant \$28,087

Programs -

UPCOMING PROGRAMS -

Program results

| | | | |
|--|-----------|-----------------------|-------------|
| • Pre K - number of kit/programs - | 29 | number of attendees - | 303 |
| • K- 5th grade - number of storytimes- | 5 | number of attendees - | 96 |
| • YA - number of kit/programs - | 5 | number of attendees - | 81 |
| • Adult - number of kit/programs - | 21 | number of attendees - | 111 |
| • Family programs - | 9 | number of attendees - | 264 |
| • Outreach programs - | 5 | number of attendees - | 88 |
| • Virtual programs - | 3 | number of attendees - | 58 |
| • TOTAL | 77 | NUMBER | 1001 |

Movies in the Park: The City of Morris and your Morris Area Public Library offer free, family-friendly film screenings at Goold Park for all community members. Movies start at dusk. June 21, 2024 we are showing UP Slammers Game: The Joliet Slammers are a local minor league baseball team. One of the participants will get to throw out the first pitch. June 23 2024

Storm Chasers: Our presenter, Storm Science, is on a mission to bring the wonder and excitement of weather to people of all ages, through engaging and fun educational programs that inspire curiosity and a deeper understanding of the natural world. This program is sponsored by LyondellBasell

Follow up -

- The peeling window wrap on OSCar has been removed and we are working with Midwest Signworkd to have other peeling vinyl removed and hand painted.
- Mural is coming along
- Window planters along Liberty street are being bricked over. We have 40+ bricks being engraved for patrons, businesses and community members. This service will continue to be offered until all bricks have been personalized

Staff -

- Jackie Z - our Bookkeeper/Office Manager resigned without notice. She said she enjoyed working here and liked our staff but her last employer lured her back with more money. I have the position listed in three formats.
- We have identified the retailer for our new copiers. Impact will be supplying the Konica Minolta c360i.
- Impact's c360i was selected due to the features offered, our familiarity with the series as well as input from other libraries. In addition, Impact maintained the best communication over the decision period.
- Our current provider ProvenIT is scheduled to have the Toshiba's removed in August.



- TBS is replacing the current coin machine with a model compatible with the other new machines. In light of the UniSuper fiasco with Google Cloud, I have started to work on a manual backup of our Google Cloud. This will cost nothing but time and storage. I will only be backing up at departmental and manager levels. As those have the most critical data. I don't expect any issues, but as with my recent cryptolocker and corporate issues few people ever do.
- Several machines have upgraded to Windows 11 on their own, even after using a registry tool to prevent it, I was hoping to wait for the rumored Windows 12 and go from there. Instead I'm going ahead with the upgrade to 11 on our remaining machines. Special care will be taken to remove or disable "AI" features when possible. However with the push for such tech by Microsoft and other large tech firms, I cannot guarantee the "features" will stay disabled.

Board -

- Congratulations to Peg becoming a Grandmother to twins!

Misc -

- We will have chromebooks available for patron check out, they will be in house check out only not to leave the library.



OFFICE OF THE SECRETARY OF STATE

ALEXI GIANNOULIAS • Secretary of State and State Librarian

June 3, 2024

Ms. Resa Mai, Director
Morris Area Public Library
604 Liberty Street
Morris, Illinois 60450-1850

Dear Ms. Mai:

I am pleased to award the Morris Area Public Library a Fiscal Year 2024 Public Library Per Capita grant in the amount of \$28,087.29.

This grant support is provided pursuant to Title 23 Ill. Adm. Code 3035.115; Public Library Per Capita and Equalization Aid Grants.

As Secretary of State and State Librarian, I commend you for taking advantage of this grant that will greatly benefit your community. The Illinois State Library staff and I are committed to ensuring that all Illinois residents have fair and equitable access to library services.

Should you have any questions regarding this award, please contact the Illinois State Library at 217-524-8836.

Sincerely,

A handwritten signature in black ink that reads "Alexi Giannoulis".

Alexi Giannoulis, Secretary of State
and State Librarian

cc: Board President, Morris Area Public Library

AG:isl