Hinckley Public Library District

Board of Trustees Meeting Minutes  
March 9, 2020

At 7:00 pm, Karen Yaggie called the meeting to order. Kari McMurtrie, Carol Kohler, Amie Carey, Arlen Carls, Fran Kriesch, and Tom Lang were present.

Approval of Minutes

The minutes from the January 13, 2020 meeting were approved as presented.

Comments from the Public

No comments.

Secretary’s Report

Correspondence was received from the Illinois State Library, stating to notify them of any board vacancies within 60 days.

Treasurer’s Report

The board reviewed the January 2020 report. A motion was made by Amie and seconded by Kari to approve the report.

The 6-month Treasurer's Report for July – Dec 2019 was reviewed. A motion was made by Kari and seconded by Amie to approve the report.

The board also reviewed the February 2020 report. A motion was made by Arlen and seconded by Amie to approve.

Approval and Payment of Bills

A motion was made by Amie and seconded by Kari to accept the financial statements and pay the necessary bills. It passed unanimously on a roll call vote.

Director’s Report

Rylie attended a meeting at the Joliet Library, the topic being about serving patrons with dementia.  
  
The PrairieCat Delegates Assembly will be making most of their training classes to be able to be completed online. This software will eventually be available for individual libraries to enter training classes also.

After tuning in to the free Wisconsin Winter Web Conference, Rylie's biggest takeaway was website accessibility, and the regulations in place to make them accessible to those with disabilities. Rylie has been using an online automated compliance checker to find any issues and make corrections.  
  
RAILS partners with HR Source to hold annual webinars about upcoming changes in employment law. All employers will have to offer sexual harassment training to employees annually beginning this year. A resolution will have to be passed at the next meeting to go with the sexual harassment policy update.   
  
Some confusion has been cleared up regarding the library's role in the census. Staff can help individuals get to the website or find the help line phone number, but are not able to help them complete their census form online.   
  
The library is now a part of “Museum Adventure Pass.” This allows patrons to go to museums for free or a reduced cost. This is expected to be popular over the summer.  
  
The edible log cabin challenge for President's Day was a huge success, with 16 different log cabins and 2 piles of rubble being created. 15 attended the new “Addams Family” movie.   
  
111 items were checked out from OverDrive and 10 from eRead Illinois.

Youth Services Report

47 people attended story time in January. Most kids were out sick and didn't make it to the South Moon BBQ field trip, however another one may be planned for over the summer. Everyone enjoyed PJ story time because they didn't have to get dressed that day.   
  
40 people attended story time in February. Finger painting and Valentine's Day crafts were well enjoyed. 28 kids attended the program for the edible log cabins.  
  
Letters have been sent out for the summer reading program, with businesses already sending prizes. A field trip is planned in March to visit the Sandwich Veterinary Hospital, with 30+ people expected to attend.

Library Statistics

Interlibrary loans have increased. Attendance in the library has decreased, but checkouts are higher than in February.

Friends of the Library

The Friends currently have $2,265.17. They had an income of $53.80 from book sales, $16 from the craft show, $8 from READ merchandise, and $44.92 from Thriftbooks. The friends will be meeting next week to plan activities for National Library Week.

Unfinished Business

The strategic plan was discussed, observing a survey compiled from two samples from other libraries. The main avenue for the survey would be online, but printed ones would be available also. The timing could be paired with National Library Week. The board discussed the possibility of pairing an incentive of a chance of winning a gift card.

New Business

Next month, a draft budget will be available. There has not been any notification yet of what tax money is expected.   
  
The E-Rate paperwork that was done in February of last year was mentioned. The library was approved for $918 for internet, and $909 for hardware. Only $108 has been received. Because internet bills are currently set up on a calendar year, they won't pay when it starts before the fiscal year. Rylie is looking for someone to take care of the paperwork, but it may be too expensive. The next cycle, the bill will be switched to be on a fiscal year, instead of the calendar year.

Other Business

No other business.

At 7:53 pm, Karen Yaggie adjourned the meeting.