

FAIRVIEW HEIGHTS PUBLIC LIBRARY

Board of Trustees

Minutes of September 19, 2024

I. OPENING OF MEETING

Meeting called to order @ 7:00 p. m. by Deborah Smith, President

Present: Jill Pifer, *Library Director*; Pat Baeske, Donna Bullock, Jen Knepper, Bill Poletti,
Deborah Smith, Linda Spencer

Absent: Carolyn Clark, Rochelle Hobson, Karie Sheils.

Additions to Agenda:

- New Hire: Andrea Vernier
- Marketing position approved
- Boiler replacement approved
- Staff member will be out on FMLA beginning 10/1/2024

II. CONSENT AGENDA

A. Approval of August 15, 2024 Board Meeting Minutes

Motion #1 (Jen Knepper/Donna Bullock) Approve August 15, 2024 Board Meeting Minutes.

Roll Call Vote: Pat Baeske yes; Donna Bullock yes, Jen Knepper yes, Bill Poletti yes;
Deborah Smith yes; Linda Spencer yes. **Motion Carried**

B. Library Directors Report (Highlights)

- 50th St Clair Square Celebration in display case featuring articles.
- KANOPY, A STREAMING MOVIE SERVICE STARTED
- TOUCH A TRUCK AT THE MALL. 9/28
- LIBRARY CARD SIGN UP MONTH
- NEW DATABASES MADE AVAILABLE THRU THE ILLINOIS STATE LIBRARY

III. APPROVAL OF ALL FINANCIAL STATEMENTS, REPORTS AND BILL LIST

Motion #2 (Jen Knepper/Linda Spencer) Approve all financial statements, reports and bill list.

Roll Call Vote: Pat Baeske yes; Donna Bullock yes, Jen Knepper yes, Bill Poletti yes;
Deborah Smith yes; Linda Spencer yes. **Motion Carried**

IV. COMMUNICATION AND CORRESPONDENCE (none)

V. CITIZENS COMMENTS (none)

VI. ILLINOIS HEARTLAND LIBRARY SYSTEM REPORT (none)

VII. STANDING COMMITTEES (none)

VIII. SPECIAL COMMITTEES (none)

IX. BUSINESS

A. Update on the movement of Fidelity CD funds into the Illinois Fund Account

Recommendation from Karie Sheils, Treasurer, to move CD funds from Fidelity to the Library Board checking account to Illinois Funds acted on with completion of the process.

Topic was presented for information purposes only.

B. Review of Per Capita checklists: Chapters 7-10

Chapter 7 Collection Management

Discussion on item, *Library considers forming a cooperative collection plan with other libraries*, found to be unwarranted for the Fairview Library.

Chapter 8 System Member Responsibilities and Resource Sharing

Discussion on item, *If a legally public library currently does not meet the eligibility requirement for ILSL*, determined to not be descriptive of the Fairview Heights Public Library.

Chapter 9 Reference Service

Discussion on item, *The library provides voter information clarified of availability*, concluded with acknowledgement of accessibility on website.

Chapter 10 Programming

Discussion on item, *The library provides outreach programs*, revealed that programs are available on an as requested basis.

C. Discuss recent DOJ ruling regarding website accessibility and visual impairments

Topic was presented for information purposes only.

Fairview Heights Public Library falls under the government body that serves fewer than 50,00 persons that gives entitlement to comply within three years. The question on the effective date is vague.

Discussion on compliance with this new ruling to meet the ADA compliance regarding our website would require additional budgeting and possibly some new software tools. New ruling applies to images, pdf documents and how the references to links are listed on our website. The Library Director will continue to follow this topic and make the needed adjustments to bring the library in compliance.

Concerns:

Q. Could a reader be installed?

Q. Ability to download a reader?

Q. Do in-house computers have accessibility reader?

Q. Effective date of compliance

D. Update on library interior improvement

Roadblocks to have a meeting with the city Public Works Director detained due to vacations and manageability for time frame for all involved. Carpet plans and proposal TBD.

X. CLOSED SESSION

XI. ADJOURNMENT 7:37 CONSENSUS

Respectfully submitted by,

Linda Spencer, Secretary