

FAIRVIEW HEIGHTS PUBLIC LIBRARY

Board of Trustees

Minutes of October 17, 2024

I. OPENING OF MEETING

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

Present: Jill Pifer, *Library Director*, Pat Baeske, Carolyn Clark, Bill Poletti, Deborah Smith, Linda Spencer

Absent: Donna Bullock, Rochelle Hobson, Jen Knepper, Karie Sheils

Additions to Agenda:

- November 16, 2024 - Citizenship Classes series to start
- Trust Fund Donation - \$ 2,500.00 (Helen Richter) not received but expected

II. CONSENT AGENDA

A. Approval of September 19, 2024 Board Meeting Minutes

Motion #1 (Bill Polletti/Pat Baeske) Approve minutes of September 19, 2024 **Motion Passed CONSENSUS**

B. Library Directors Report (Highlights)

- Touch a Truck – great participation
- Sr. High School Photo Session (novel idea)
- Library Crawl (overwhelming participation)
- New Hire off to a good start

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

Motion #2 (Carolyn Clark/Bill Poletti) Approve all financial statements, reports and bill list.

Roll Call Vote: Pat Baeske yes; Carolyn Clark yes; Bill Poletti yes; Deborah Smith yes; Linda Spencer yes. **Motion Passed 5 YES; 0 NO**

IV. COMMUNICATION AND CORRESPONDENCE

Food Pantry Appreciation

V. CITIZENS COMMENTS (none)

VI. ILLINOIS HEARTLAND LIBRARY SYSTEM REPORT

- Jill Pifer attended the Illinois Library Association Conference (ILA) (October 2024)
- Per Capita Grant revision addressed – ILA appointed committee is updating the document. Release in mid-2025 is hopeful.

VII. STANDING COMMITTEES

Finance Meeting TBD for levy discussion

VIII. SPECIAL COMMITTEES (none)

IX. BUSINESS

A. Update on the STEM backpack grant from Random House

Technical issue with the KIDS Neighborhood Science Kits portion on the website. Working to resolve problem.

B. Review of Per Capita checklists: Chapters 11 -13

The review of Chapters 11 – 13 Library Standards were reviewed by the board.

Chapter 11 – Youth/Young Adult Services

Having a Youth Council discussed, but minimum interest unwarranted to develop.

Chapter 12 – Technology

Americans With Disabilities Act and new DOJ ruling will address some of the issues in this chapter. Library staff will be adding some verbiage on website regarding programming and how to contact for needed services available.

Chapter 13 Marketing, Promotion, and Collaboration

With the advent of a marketing coordinator, regional and statewide initiatives will be addressed

C. Discussion on library carpet project and needed flexibility regarding days to close the library for the project.

Library discussion granting the library director the leeway to close the library on needed days for carpet installation is favorable. Item listed on the agenda was for discussion only. It will appear on the November agenda for discussion and vote.

D. Discussion and vote on closing the library on June 19, 2025 for Juneteenth due to the board meeting conflict.

This item skipped to solidify with Item E.

E. Discussion and vote on alternate date for June 2025 board meeting.

Motion #3 (Pat Baeske/Carolyn Clark) Move the June 19, 2025 meeting date to June 18, 2025. **Motion Passed CONSENSUS**

F. Discussion and vote on 2025 board meeting dates.

Motion #4 (Bill Poletti/Linda Spencer) Approve the Schedule of Meetings for Year 2025 with amended date of June 18, 2025. **Motion Passed CONSENSUS**

X. CLOSED SESSION

XI. ADJOURNMENT 8:06 p.m. CONSENSUS

Respectfully submitted by,

Linda Spencer, Secretary