

**LINCOLN LIBRARY BOARD OF TRUSTEES MEETING  
FEBRUARY 28, 2018  
LINCOLN LIBRARY BICENTENNIAL ROOM**

*Informational Minutes – No Quorum*

**Board Present:** Helen Cox, Vice President; Arden Lang, President; Mary Mucciante; Marty Ryan, Secretary.

**Board Absent:** Cristina Cray; Davida Fanniel; Larry Harvell; Dr. Donald Ross; Stuart Shiffman.

**Staff Present:** Jeff Blazis, Fiscal Officer; William O’Hearn, Director.

**Public Present:** Decatur, Illinois Customer

Due to the lack of a quorum, President Lang called for an information meeting at 4:48 p.m.

**MINUTES:** No action taken.

**FINANCIAL REPORTS:** Board members present reviewed the January 2018 financial reports. There were no questions.

**DIRECTOR’S REPORT:**

**Self-Checkout** – Using funds from the Lincoln Library Foundation, a self-checkout machine may be purchased in early March 2018. Prior to placing the order, Director O’Hearn will verify that the equipment will work with the City of Springfield’s JetPay system and allow customers to pay fees and fines.

**Vacancies** – In addition to the Librarian I vacancy, the library has a second vacancy created by the retirement of a Security Guard. It is hoped that the process of filling the openings will begin at the beginning of the fiscal year (March 1, 2018).

**Strategic Plan Update** – Director O’Hearn reported that work continues on the Strategic Plan and it will soon be presented for Board approval.

**FY2019 Budget** – The Fiscal Year 2019 budget has been approved by the City Council. The library’s budget was lowered by .9%, but involves no employee cuts. The increase to the telecommunications tax will be implemented on July 1, 2018. The funds garnered will be dedicated to the library, but less corporate funding will be received.

**Board Packets** – On a trial basis, only meeting agendas and minutes will be mailed to Board members. The entire packet will be sent via email. A few paper copies of the packet will be available at meetings.

**PRESIDENT’S REPORT:**

**Library Trustee Bylaw Review of Articles I - III** – Board members present continued the process of updating the Lincoln Library Trustee Bylaws by reviewing articles IV through VI.

**FRIENDS OF LINCOLN LIBRARY:** No report.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** None.

**EXECUTIVE SESSION:** None.

**PUBLIC FORUM:** A Decatur Public Library customer asked the Board to reconsider the cancellation of the Der Spiegel subscription, as customers do not have access to any German magazines. He also noted that in Central Illinois only the University of Illinois-Champaign carries Der Spiegel, but it cannot be borrowed. Director O'Hearn explained that the library must efficiently use tax dollars and that in-house use and checkout statistics did not support continuing with the annual \$400 subscription. It was noted that Der Spiegel is available online, but may not contain the full magazine content.

**ADJOURNMENT:** The meeting adjourned at 5:27 p.m.

Submitted By Kim Hergett

The next meeting of the Lincoln Library Board is scheduled for WEDNESDAY, MARCH 28, 2018, at 4:45 p.m., in the Bicentennial Room.