

LINCOLN LIBRARY BOARD OF TRUSTEES MEETING



April 27, 2022

Board Present: Andre Jordan, President; Helen Cox, Vice-President, Cristina Cray, Secretary; Annie Brooks; Tiffany Roe;

Board Absent: Geoff Pettys, Mary Mucciante, Marty Ryan

Staff Present: Summer Griffith, Acting Director; Emily Stone, Assistant Director; Denise Fisher, Office Coordinator; Dominique LaSalvia, Fiscal Officer

President Jordan called the meeting to order at 4:54pm.

Roll was called.

Minutes: Minutes from the March Board Meeting were presented for approval. A motion to approve the minutes unanimously carried.

Financial Reports: Fiscal Officer Dominique LaSalvia submitted the February financial reports. Ms. LaSalvia stated that as end of fiscal year bills are still coming in, the numbers might change. Ms. LaSalvia will provide the "concrete" numbers at the next board meeting.

It was noted that there was a 121% increase in non-resident fees collected.

Director's Report:

Vacancies

Selections have been made and we are currently awaiting the start dates for 4 new hires.

- 2 Librarian I positions
- 2 Library Assistant II positions
- 1 Security Officer position

A hiring recommendation has been made for the Community Engagement Manager

The Circulation Manager position has been posted

We are preparing to post the Youth Services Manager position

Community Outreach – Tena Haile, Contract Outreach Coordinator, has hit the ground running and has been doing a lot of outreach. The library has 2 upcoming outreach events in Chatham (partnering with the Chatham Public Library).

The library will be heightening its outreach in the underserved Wards 2, 3 & 4. Staff us currently looking for outreach venues in these wards.

We are currently looking into purchasing Baker & Taylor E-book Hot Spots to be placed in our underserved wards.

We took part in an outreach event with Faith Coalition for the Common Good, District 186, and Compass for Kids.

Summer Reading Program – Library staff has finalized and ordered the marketing tools for the Summer Reading Program. The Summer Reading Program has an exciting line-up of programs this year, for both adults and youth.

Plans and Procedure Updates – The ban rubric is up and running.

President's Report – Mr. Jordan stated that he was excited about all of the incoming new hires and all the upcoming summer programs.

Friends Report –

- There are 2 upcoming book sales, May 7th and the big annual book sale on June 11th.
- The Friends will be holding their annual meeting on Wednesday, May 4th, 2022.

Unfinished Business:

- Bylaws
 - The electronic version of the by-laws is the most current version. A copy of the by-law will be sent to Mr. Zerkle, Corporation Counsel, for review.

New Business: None

Public Forum: None

Executive Session: None

Adjournment: Ms. Cox made a motion to adjourn and Ms. Cray seconded that motion. Meeting was adjourned at 5:28pm.

