

# LINCOLN LIBRARY BOARD OF TRUSTEES MEETING



**May 24, 2023**

**Board Present:** Andre Jordan, President; Cristina Cray, Secretary; Mary Mucciante; Geoff Pettys; Jessica Rubinkowski; Marty Ryan

**Board Absent:** Helen Cox

**Staff Present:** Curt Mann, Interim Director; Emily Stone, Assistant Director; Dominique LaSalvia, Fiscal Officer; Denise Fisher, Office Coordinator

President Jordan called the meeting to order at 4:45 pm.

Roll was called.

**Minutes:** Minutes from the April Board Meeting were presented for approval. A motion to approve the minutes with a correction in attendance unanimously carried.

**Financial Reports:** Fiscal Officer LaSalvia presented April's financial reports citing no irregularities.

## **Director's Report:**

### **General Updates**

- Ace Sign Co. has received the permit for installing the new exterior signs. Prairie State is coming to do the electrical estimate for this project on Friday. The project should be done towards the end of summer.

- Emily is working on changing the contact info for all things related to the Mobile Branch, so that we will get updates.

### **Staff and Hiring**

- Ryan Kulp has accepted a conditional offer for the **Adult Services Manager** position and is currently moving through the background check process.
- Posting for the **SVC Manager position** closed on May 14<sup>th</sup>. Interviews have not yet been scheduled.
- **Division Manager – Technology** We had person chosen, but they declined offer. Position will need to be reposted.
- **Library Assistant IV** was posted today.

### **Programming**

- We have already soft launched the Summer Reading Program. More than 2000 Summer Reading Brochures went out to District 186 students. Our first performer will be magician Richard Landry (and Snowball, his rabbit) on June 6<sup>th</sup>. We have a lot of great programming scheduled and will also be hosting Monday Movie Matinees this summer for families.
- Staff is gearing up for Juneteenth programming. We have partnered with Juneteenth, Inc. and the library is honored to be hosting Springfield's Juneteenth kick-off event on June 14<sup>th</sup>. There will be various activities and a talent showcase.
- Curt Mann will be doing historical walking tours on 7<sup>th</sup> Street as a part of the Summer Reading Program. He will also be doing a presentation on real estate research as a part of the Lunch and Learn series with the Springfield Sangamon Growth Alliance.
- The CoLab will be hosting a few programs for the Summer Reading Program.

**President's Report:** President Jordan thanked everyone for their participation in the meeting with Mayor Buscher.

**Lincoln Library Alliance Report:** The Alliance reported that the book sale grossed approximately \$10,000 and that the food vendor did really well. It was stated that by hosting the book sale on the same day as PRIDE and the Art Fair, foot traffic was increased. Ms. Cray gave accolades to the city's custodial staff for the terrific job that they did.

**Lincoln Library Foundation:** None

**Unfinished Business:**

- A special Board Meeting to meet the incoming Interim Director Kathryn Harris was scheduled for June 14<sup>th</sup> at 4:45pm.
- The scheduling of meetings to work on the Board Bylaws will be addressed at a later date.
- Geoff Pettys would like to create a subcommittee to reorganize the library governance structure, and to serve on that subcommittee.

**New Business:** The vote to approve the new non-resident fee that will go into effect on July 1, 2023 passed unanimously. The new non-resident fee generated by the State Library formula amount will be \$110 per year.

**Executive Session:** None

**Public Forum:** Becky Whitlow from the League of Women Voters offered an apology for a miscommunication on the posting of the Board meeting agenda. Ms. Whitlow also offered any assistance needed from the League of Women Voters for the library's Civil Civics series.

Jessica Rubinkowski wondered if Lincoln Library had ever thought about becoming a district library. It was stated that a referendum must be passed to make that change. Ms. Rubinkowski stated that she had a contact at everylibrary.org that would be willing to advise us if that was something we wanted to consider.

Ms. Rubinkowski asked what the onboarding process is for new Board members. It was explained that process of appointed Board members was done by the Mayor's office. The library does send out a welcome/informational packet. She was told by Board secretary, Cris Cray that she needed to contact Sangamon County to fill out a Statement of Economic Interest. Denise Fisher stated that if Ms. Rubinkowski wanted a full tour of the library she would be glad to schedule it.

**Adjournment:** Cris Cray made a motion to adjourn and Marty Ryan seconded that motion. Meeting was adjourned at 5:17 pm.

**ROLL CALL FOR  
THE LINCOLN LIBRARY BOARD OF TRUSTEES MEETING  
Date 06.14.23**

Meeting called to order 4:48pm

Meeting adjourned 6:17pm

(Mark Y for yea and N for nay)

**First Motion**

**Second Motion**

		<b>Vote Results</b>			
		Creation of subcommittee to reorganize library governance	Special meeting date	Adjournment	
Attendance	Minutes				
<u>✓</u>	Cox, Helen	<u>✓</u>	<u>✓</u>	<u>✓</u>	<u>✓</u>
<u>      </u>	Cray, Cristina	<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>
<u>✓</u>	Pettys, Geoff	<u>✓</u>	<u>✓</u>	<u>✓</u>	<u>✓</u>
<u>✓</u>	Jordan, Andre	<u>✓</u>	<u>✓</u>	<u>✓</u>	<u>✓</u>
<u>✓</u>	Mucciante, Mary	<u>✓</u>	<u>✓</u>	<u>✓</u>	<u>✓</u>
<u>✓</u>	Rubinkowski, Jessica	<u>✓</u>	<u>✓</u>	<u>✓</u>	<u>✓</u>
<u>4:49 Arrival</u>	Ryan, Marty	<u>✓</u>	<u>✓</u>	<u>✓</u>	<u>✓</u>
<u>      </u>		<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>

**Staff in Attendance:**

**Kathryn Harris, Interim Director; Emily Stone, Assistant Director**