

LINCOLN LIBRARY BOARD OF TRUSTEES BOARD MEETING
March 28, 2012
LINCOLN LIBRARY

Board Present: Davida Fanniel, Donna Ferguson, Jennifer Walsh Hammer, Marty Ryan, Stuart Shiffman.

Board Absent: Mark Denzler, Rev. Dr. Lee E. Fields, Gary Koch, Anthony Schuering.

Staff Present: Nancy Huntley, Director; Lois Morse, Assistant Director.

President Ryan called the meeting to order at 5:06 p.m.

MINUTES: Mr. Shiffman made a motion to approve the January 25, 2012, Board minutes. Ms. Ferguson seconded the motion. The motion carried.

FINANCIAL REPORT & BILL LIST: The bill list and financial report for February 2012 were distributed at the Board meeting. After auditing, the end of year figures on the February reports may slightly change. Director Huntley will verify with the Business Office that the advertising expenses (line 1226) were for the recently filled Librarian 1 position and the communication expenses (line 1706) were for replacement security radios and cell phones. (Only the Director and Security Guards have cell phones.)

DIRECTOR'S REPORT:

Retirement/Vacancies – After 37 years of service, Reference librarian Karen Graff, will be retiring in June. After completing the justification process, the vacancy will likely be posted as an entry level Librarian I position. Once the job description is complete, the Fiscal Officer vacancy will be posted for applicants.

Open Meetings Act Reminder -- Board members were reminded that they are required to complete electronic training on the Open Meetings Act before the end of the year. A copy of the completion certificate should be sent to the Mayor's office. Additional information, including the web address, is included in the Board packet. Board members who have taken the training shared it took less than an hour to complete.

Staff Institute – The annual Staff Institute will be held on Friday, May 11, 2012. Board members are welcome to attend. As in the past, the library will be closed so that all staff may participate in this day of continuing education. The cost of the day, including breakfast and lunch, will be underwritten by the Friends of Lincoln Library. Mayor Huston will be asked to present the staff service awards, which will include a 40-year-award. This year, staff will have the opportunity to work a few hours at other area libraries to see how they operate.

Write Stuff -- Poetry and short stories written by 22 area students were selected for this year's young adult magazine, "The Write Stuff." In early May, a reception will be held in their honor. A guest speaker is being sought. The Friends of Lincoln Library will cover

the costs of the reception.

FRIENDS OF LINCOLN LIBRARY: Mr. Shiffman reported that approximately 60 people attended adventurer John Lynn's talk at the Friends' Annual Meeting on March 26, 2012. On May 1, 2012, the Friends of Lincoln Library will host a reception at which Rich Saal, Photography Editor for the State Journal-Register, will unveil photos that he developed from glass plate negatives.

ILLINOIS HEARTLAND LIBRARY SYSTEM (IHLS): Details of a new shared, computer system are being worked out. Migration is expected to take place this fall. Lincoln Library will pay the highest system fees, as it is the largest public library – both by population and collection. Despite the size, Lincoln Library does not have additional voting rights – one vote per library.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None

EXECUTIVE SESSION: None.

PUBLIC FORUM: None.

ADJOURNMENT: The meeting adjourned at 5:23 p.m.

Submitted By Kim Hergett