

**LINCOLN LIBRARY BOARD OF TRUSTEES BOARD MEETING
SEPTEMBER 25, 2013
LINCOLN LIBRARY**

Board Present: Mark Denzler; Jennifer Walsh Hammer, Vice-President; Katherine Starks Lawrence; Donna Lynn; Marty Ryan, President; Anthony Schuering, Secretary/Treasurer; Stuart Shiffman.

Board Absent: Davida Fanniel.

Staff Present: Jeff Blazis, Fiscal Officer; Nancy Huntley, Director; Lois Morse, Assistant Director.

Public Present: None.

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

INTRODUCTIONS: New Board member, Katherine Starks Lawrence, was welcomed to the Board. (Mr. Koch is no longer on the Board, as he has moved out of Capitol Township.)

MINUTES: Mr. Shiffman made a motion to approve the July 2013 Board minutes. Mr. Schuering seconded the motion. The motion carried.

FINANCIAL REPORT & BILL LIST: The July and August financial reports and bill lists were reviewed. The Coldstone Creamery expense in July was for the summer reading program. After reading for 24 hours, kids were given a certificate for ice cream. The prize was a popular reading incentive with the Friends of Lincoln Library paying for the majority of the certificates.

DIRECTOR'S REPORT:

Summer Reading Program – Participation in the summer reading program was up over last year. Approximately 250 adults took part.

Sunday Hours – Sunday hours will resume, from 1 p.m. to 5 p.m., on October 6, 2013.

2nd Floor Renovations – With the low bid of \$517,000, Cloyd Builders, from New Berlin, Illinois, will be the contractor for the second floor renovation. The architect had estimated the renovations would be \$525,000. Following City Council contract approval, construction is likely to begin after the first of the year. Bids on the coffee shop are the next step in the renovation process.

Diary – The John Cross Beam family has donated the Civil War diary of Peter Simon String to the Sangamon Valley Collection (SVC). String, a relative of Beams, lived in Springfield and worked as a builder on the Governors' mansion. His diary covers his time as a soldier in the Civil War. Mr. Beam's transcription of the diary is available for public viewing within the library. Mr. Beam donated the diary to the Sangamon Valley Collection, as Curtis Mann (SVC Manager) was very helpful when he was working on his family history.

Core Standards Review -- As a requirement for the Per Capita Grant, Chapter 10 (Marketing Promotion, and Collaboration) of the Standards for Illinois Public Libraries was reviewed. The library has not had a Public Information Officer or a marketing plan since budget cuts in the summer of 2009. Flyers, social media, press releases and a bi-monthly newsletter are currently used to promote library offerings. In addition, Director Huntley is available to speak with local organizations. Despite these efforts, statistics show a decrease in cardholders over the past 5 years. At the recommendation of Board members, staff will investigate the possibility of having a marketing plan written by volunteers from a local organization, such as the Greater Area Springfield Chamber of Commerce, Downtown Springfield or a Business Administration class from the University of Illinois. An open house for city officials will also be planned.

FRIENDS OF LINCOLN LIBRARY: Volunteers continue to assist with the packing and sorting of donated items one day each week. The fate of the January paperback sale has not been decided.

ILLINOIS HEARTLAND LIBRARY SYSTEM (IHLS): No report. It was noted that Assistant Director Morse, is pursuing a joint-purchasing, state-wide agreement for ebooks.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Per Capita Grant -- The Illinois State Library Per Capita grant, due October 15, 2013 was reviewed. As in past years, the grant money (approximately \$119,000) will supplement the library's book budget. Ms. Hammer made a motion to approve the grant application. Mr. Schuering second the motion. The motion carried.

PUBLIC FORUM: None.

EXECUTIVE SESSION: None.

ADJOURNMENT: The meeting adjourned at 5:47 p.m.

Submitted By Kim Hergett