

**LINCOLN LIBRARY BOARD OF TRUSTEES MEETING
FEBRUARY 17, 2016
LINCOLN LIBRARY BICENTENNIAL ROOM**

Board Present: Helen Cox; Larry Harvell; Arden Lang; Marty Ryan, President; Stuart Shiffman; Katherine Starks Lawrence.

Board Absent: Cristina Cray, Davida Fanniel, Donald Ross.

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

Public Present: None.

President Ryan called the meeting to order at 11:34 a.m.

INTRODUCTIONS: Helen Cox has been re-appointed to the Lincoln Library Board of Trustees. Cristina Cray and Donald Ross have also been appointed to the Board.

FINANCIAL REPORT & BILL LIST: The December 2015 financial report and bill list were reviewed. At a cost of more than \$6,000, the usage of the physical copy of Standards & Poors was questioned. Director Huntley will ask the Reference Manager about customer use, as well as the possibility of purchasing an electronic version. It was noted that the \$16,169.05 contract payment to Baker & Taylor was for the purchase of library materials, including fiction, nonfiction and audio.

DIRECTOR'S REPORT:

Staff Vacancies – The city has instituted new hiring procedures that include a second round of interviews for potential hires.

Interviews have taken place and a recommendation has been made for the Library Assistant III vacancy in Circulation. It is anticipated that the position will be filled by the end of February.

Interviews are currently being conducted for a new manager for the Reference department. Curtis Mann will be giving up the responsibilities of the Reference department to concentrate on managing the Sangamon Valley Collection and his role as City Historian.

Several vacancies, due to retirements, are anticipated in the Reference department during fiscal year 2017. Department needs will be reviewed prior to any position being filled.

FY17 Budget – The library's fiscal year 2017 budget was approved by City Council on February 16, 2016. An amendment to add \$30,000 to hire pages to shelve library items was added. Pages may be hired as early as summer, but more likely in the fall. Each will work 10 - 12 hours weekly.

LINCOLN LIBRARY FOUNDATION: The vacancies on the library board and the Foundation board created by the resignation of Anthony Schuering have been filled with the re-appointment of Mrs. Cox to the Lincoln Library Board. As she has been serving as a community member of the Foundation Board, that position will now need to be filled. Suggestions for a possible replacement should be forwarded to Director Huntley.

FRIENDS OF LINCOLN LIBRARY: The winter paperback sale raised \$1,700 for library projects. At their February Board meeting, the Friends voted to purchase new audio equipment for the Carnegie Room. The approximately \$27,000 system is being purchased from Sundown One, a Springfield business.

The Friends will host John Lynn on February 29, at 7 p.m., when he presents "Main Street, Illinois" and again on April 10, at 2 p.m., for "Life on the Santa Fe Trail."

UNFINISHED BUSINESS: None.

NEW BUSINESS:

2016 Board Elections – On behalf of the Nominating Committee, Mr. Ryan proposed the following slate of officers -- Katherine Starks-Lawrence, President; Arden Lang, Vice-President, Martin Ryan, Secretary. Mr. Shiffman made a motion to accept the Nominating Committee's recommendation. Mrs. Cox seconded the motion. The motion carried.

2016 Meeting Dates – To accommodate the schedules of Board members, Mr. Shiffman made a motion to move Library Board meetings to 4:45 p.m. on following dates in 2016: March 23, April 27, June 1, July 25, August 24, September 28, October 26, December 7. Mr. Ryan seconded the motion and the motion carried.

ADJOURNMENT: The meeting adjourned at 11:59 a.m.

Submitted By Kim Hergett