

**LINCOLN LIBRARY BOARD OF TRUSTEES MEETING  
MARCH 22, 2017  
LINCOLN LIBRARY BICENTENNIAL ROOM**

**Board Present:** Helen Cox; Davida Fanniel; Arden Lang, Vice President; Mary Mucciante; Dr. Donald Ross; Marty Ryan, Secretary.

**Board Absent:** Cristina Cray; Larry Harvell; Stuart Shiffman

**Staff Present:** Jeff Blazis, Fiscal Officer; Nancy Huntley, Director; Jessica Paulsen, Circulation Manager.

**Public Present:** None.

Ms. Lang, Lincoln Library Board Vice President, called the meeting to order at 4:49 p.m.

**INTRODUCTION:** Mary Mucciante was welcomed to the Lincoln Library Board.

**MINUTES:** Ms. Cox made a motion to approve the minutes from the February 2017 meeting of the Board. Mr. Ryan seconded the motion and the motion carried with Ms. Lang and Ms. Mucciante abstaining.

**FINANCIAL REPORTS:** February 2017 financial reports are not available, as the end of fiscal year reports have not been processed by the Office of Budget & Management.

**DIRECTOR'S REPORT:**

**Renovation** – Renovation to the third and second floors is now complete. The new Circulation desk arrived today (March 22, 2017) and will be installed soon. The bid for a new desk for Periodicals is expected within a few days. Director Huntley has been in touch with a representative from the Old Capitol Art Fair Board and a few current art pieces will be traded for some that are more suitable for the available wall space at the library. The Lincoln Library Foundation Board will meet in April 2017 and at that time discuss options for any funds remaining from the renovation project.

**Vacancies** – City Council has taken the proposed hiring freeze off the table, but the filling of all vacancies will be delayed 3 months. Current open positions at the library include Adult Services Librarian I, Youth Services Manager, Library Assistant I and Cataloging Librarian. Applications are being sought for Director through March 26, 2017.

**Customer Letter** – Customers who own property within the corporate limits of Springfield, Illinois, but do not reside within the limits are eligible for a one-year, non-resident Lincoln Library card at no charge. Library customer, Terry Steczo, has written the Board requesting that the policy be changed to issue non-resident, property owners a two-year library card. Director Huntley does not recommend this change be adopted as the current Lincoln Library card policy is based on Illinois State Law. At the request of the Board, Director Huntley will seek an opinion from Corporation Counsel.

**UNFINISHED BUSINESS:**

**Board Elections** – Dr. Ross proposed the following slate of officers for fiscal year 2018 -- Arden Lang, President; Helen Cox, Vice President; Marty Ryan, Secretary/Treasurer. Mr. Ryan seconded the motion and the motion carried.

## **NEW BUSINESS:**

**Circulation Policy** – A revised Circulation Policy was submitted to the Board for review. Proposed changes include:

- Elimination of juvenile fines, as they are seen as punitive towards children who are often reliant on parents to return the items. Currently, children with fines in excess of \$10 cannot use library computers nor borrow items. The impact on the budget is unclear, as all fines are collected in one pool. Ms. Paulsen, Circulation Manager, noted that many libraries are moving towards being completely fine free. Lincoln Library's fine revenue has shown a decline in recent years
- Offering Student E-Cards to all children enrolled in Springfield School District 186. The intergovernmental agreement between the school district and the city, would allow kids living outside the corporate limits of Springfield to have access to the library's e-resources.
- Relaxation of library card regulations – Acceptance of only a photo-ID with current address when applying for a library card. A 6-month temporary resident card would be issued to anyone living within the corporate limits of Springfield who presents proof of address and a photo ID. Residents could renew their card by phone. The elimination of a charge for replacement cards.

The Circulation Policy has been submitted to Corporation Counsel for review. Once complete, it will be re-submitted to the Library Board for passage.

**Meeting Room Regulations** – Revised meeting room regulations were submitted to the Board for review. The new regulations clarify some of the existing rules and contain changes including the addition of the DeFrates Reading Room and the Multipurpose Room. Also, the collection of workshop fees and/or dues will no longer be permitted.

**EXECUTIVE SESSION:** None.

**PUBLIC FORUM:** None.

**ADJOURNMENT:** The meeting adjourned at 5:29 p.m.

Submitted By Kim Hergett

The next meeting of the Lincoln Library Board is scheduled for  
WEDNESDAY, APRIL 26, 2017, at 4:45 p.m., in the Bicentennial Room.