

LINCOLN LIBRARY BOARD OF TRUSTEES MEETING



July 24, 2024

Board Present: Andre Jordan, President; Helen Cox, Vice-President; Cristina Cray, Secretary; Robert Banks; Kathryn Harris; Ann Mares; Mary Mucciante

Board Absent: Jessica Rubinkowski, Marty Ryan

Staff Present: Gwen Harrison, Director; Denise Fisher, Operations Coordinator; Emily Stone, Assistant Director; Sarah Blanco, Librarian I; Matt Johnson, Fiscal Officer; Isaac Nykos, Librarian I

President Jordan called the meeting to order at 4:46pm.

The Board approved the minutes for the June 26, 2024 special meeting.

Financial Report: May and June Financial Reports were presented with no anomalies. Fiscal Officer Matt Johnson stated that any negative balances will be resolved with transfers from other lines at the end of the year. He also mentioned that the unappropriated fund balance can be used for any urgent needs that may arise.

Director's Report:

City Code Revision Update

- Greg Moredock, Corporation Counsel for the City of Springfield, reported that he has completed draft revisions to the portion of City Code pertaining to the Library Board (mainly section 97.4). The current Code states that the Board has “exclusive control” of the expenditures of the library budget, which conflicts with the Consent Decree. The revised Code would instead grant the Board the right to review the Library’s expenditures. The revisions would also remove language stating that the Board is responsible for the Library building

and grounds, and instead clarify that the Mayor and City Council have the right to acquire and dispose of real and personal property. The revisions clarify the Board’s role in the hiring of library directors, and reconcile that role with the fact that the Mayor is the City’s sole appointing authority. Mr. Moredock noted that because the City operates under the Consent Decree, Springfield has a much stronger mayor than many other comparable municipalities. The proposed changes would have the Board interview director candidates (as identified by the Mayor and HR Department) and make a formal recommendation to the Mayor prior to an appointment. The Mayor would have the authority to ignore the recommendation. Further changes include making an annual report optional, and removing Section 97.10 which creates the Lincoln Library Alliance, as their financials and creation are different than that of the Library Foundation and do not need to be under the City’s jurisdiction.

Mr. Moredock stated that if the Board is happy with the proposed changes, the next steps are for him and Director Harrison to meet, then have the Mayor sponsor an ordinance that will go to City Council for passage. From there, the Board would update their Bylaws to align with the updated Code.

General Updates

- Director Harrison introduced two new staff members, Isaac Nykos and Sarah Blanco, both from the Adult Services department.
- It was noted that all Board members are required to take the FOIA and OMA trainings, and should send their completion certificates to Ms. Fisher so that the Library has a copy on file.
- Director Harrison will be onboarding the two new Board members, including leading a tour of the library and introducing them to the staff. Any interested Board members were encouraged to attend once it is scheduled.
- Updates on the Youth Services Grant: we attended one meeting and are waiting on the next information packet to be sent from the federal government.
- Lincoln Library Statistics –

	April 2023	April 2024	Percent Change
Physical Item Checkouts	29305	29769	1.6%
eBook/Streaming checkouts	10682	12510	17.1%
Public Computer Uses	1852	2393	29.2%
Information retrieved from databases	31902	32751	2.7%

Combined May 2024 & June 2024

	May/June 2023	May/June 2024	Percent Change
Physical Item Checkouts	59024	57960	-1.8%
EBook/Streaming checkouts	22256	25179	13.1%
Lincoln Library app launches	6745	5837	-13.5%
Jobs printed for patrons	6323	11139	76.2%

- The Illinois State Library (ISL) has selected EBSCO as the vendor for a statewide e-resource package and has released a list of the e-resources to be included. The initial statewide database package is expected to be an initial 3-year contract with 7 annual renewals for a total of 10 years. This shows the commitment to sustainability. The 54 digital resources will become available to all Illinois communities at no charge upon rollout. Information about a timeline for the rollout is yet to be announced.
- The Library will be resuming charging for all print jobs. Payment machines have been ordered and will arrive in 6-8 weeks, and after a 2-week testing period, charges of 10 cents/BW page and 25 cents/color page will be collected for all print jobs.
- We are working on the 2023 Annual Report, and it will be shared with the Board when completed.
- The Public Relations Manager has resigned, and those duties have been divided amongst other staff. The Newsletter is once again being produced monthly.
- The African American History Museum staff has offices at Lincoln Library temporarily during construction and renovation at the museum.
- Staff Institute will be held Thursday, September 12, 2024, 8 AM – 12 PM. The keynote speaker is R. David Lankes, Virginia and Charles Bowden Professor of Librarianship at the University of Texas at Austin. His keynote presentation will be titled *From Serving to Saving our Communities*.
- Board members are invited to attend the opening of the Underground Railroad Exhibit on Thursday, September 26, 2024 from 10:30 AM – 11:00 AM. The unveiling of this traveling display will take place on the first floor of Lincoln Library.
- Copies of the most recent Illinois Library Laws book and a binder of Lincoln Library-related information were distributed to all Board members.
- We are working on an updated Social Media Policy.
- Several staff members will attend the upcoming Illinois Library Association Conference, and two staff members, Amy Salmon and John Wylder, will be presenting.
- The Bookmobile is still on schedule to be completed December 20th, 2024. We will meet with the vendor Monday, August 12th to discuss the final finishes for the interior.

- Director Harrison will be attending the in-person portion of Directors University next week.

New Staff and Hiring

- New staff members:
 - Youth Services: David Sye, Librarian I
 - Adult Services: Isaac Nykos, Librarian I; Sarah Blanco, Librarian I
 - Access Services: Lyric Moore, Library Assistant II
- We have several job openings or soon-to-be openings. We look forward to filling these positions with qualified candidates.

Programming and Events

- Events around the anniversary of the 1908 Race Riots will include a screening of *Springfield Had no Shame* on August 14th along with a panel discussion and a presentation from Brian Mitchell, research historian at ALPLM, on August 15th.
- May events included PrideFest, with 700 attendees stopping by the library booth; and Outdoor Story Time at Lincoln Memorial Garden, which had up to 60 attendees weekly.
- June events of note were:
 - Walk with Pride: A Tour of Springfield's LGBT+ History – 86 participants
 - Summer Reading: Average of 50 attendees for storytime, and 80+ attendees for larger events.
 - Juneteenth Talent Showcase at Lincoln Library kicked off the week-long, city-wide Juneteenth celebration.

President's Report:

President Jordan officially introduced the newest Trustee, Robert Banks, to the Board.

Alliance Report:

- The winter book sale will be held December 7th, and will include all types of items.
- The Santa event will be held December 14th, and Santa will give a free book to every child who attends.
- The annual outdoor book sale is already being planned for 2025, and the food vendors from this year have already agreed to return next time.

Foundation Business:

The Foundation just met today. Their funds are in good shape and they are excited to get a new project to fund soon.

Unfinished Business: None

New Business: None

Building Board of Trustees Meeting Agenda for August 2024: Review the draft changes to City Code written by Mr. Moredock.

Public Forum: None

Executive Session: None

Adjournment: Meeting was adjourned at 5:40pm.