

**Quincy Public Library
Board of Trustees Meeting
Tuesday, May 21, 2024
Minutes**

The regular meeting of the Quincy Public Library was called to order at 6:00 p.m. on Tuesday, May 21, 2024. Trustees present: Dean LaVelle, Angela Ketteman, Lena Jones, Megan Duesterhaus-AuBuchon, Cheryl Predmore, Kelly Mays, and Jon Hoover. Others present: Kathleen Helsabeck, and Jess Givens. Absent: Harry Ruth and Clairice Hetzler.

I. CONSENT AGENDA

Megan made a motion to amend the consent agenda so it includes the Nominating Committee Minutes from May 7, 2024, and a beginning Public Comment. Kelly seconded and the motion carried.

II. MINUTES

Jon suggested removing the notation of Ben Uzelac's absence at April's board meeting minutes, as he has been replaced on the board by Kelly Mays. Megan made a motion to approve this amendment to the minutes. Kelly seconded and the motion carried.

The Nominating Committee minutes revealed the new slate of board officers effective at the July annual meeting. The decided slate is as follows:

President: Jonathan Hoover
Vice President: Lena Jones
Secretary/Treasurer: Megan Duesterhaus-AuBuchon

Angela Ketteman, will be retiring from the board in July 2024, after 16 years of service. Thank you, Angela, for your years of dedication to the Quincy Public Library.

III. PRESIDENT'S COMMENTS

Board President, Dean LaVelle, stated recognition to the Townships of the Quincy Area Public Library District Board and acknowledged them as an asset for all that they contribute to the library annually.

IV. FRIENDS OF THE LIBRARY

Geri Grawe announced to the QPL board that the April FOL Book Sale brought in a successful revenue of \$2500. The Friends also approved the purchase of new tables and chairs for the Children's Department Craft Corner at the cost of \$7,000.

Additionally, Geri informed the board that long time FOL member, Sue Bruce, has passed away, and the board expressed appreciation for her volunteer service and dedication to the library.

V. RECOGNITION OF CORRESPONDENCE

QPL received a letter from Transitions, and a thank you card from Horizons, thanking us for the successful menstrual hygiene drive that was organized by Program Specialist, Chloe Reich. With the help of the community, we were able to provide products to the Parents as Teachers program and assist mothers and other women in their group homes.

VI. DIRECTOR'S REPORT

Lucinda Perry Jones from Accelerate Change and Wayne Nelsen from Keyne Link joined staff on May 31, and celebrated the year's accomplishments. The list included:

- 13,000 items were added to the collection.
- Provided diverse programming and increased teen engagement.
- Successful Love My Library Campaign
- Computer barriers removed for patrons.
- Magazines were weeded.
- Little Red Van Library visits occurred with in home daycares.
- Consistently positive feedback from Outreach and Children's department patrons
- New website was created.
- Circulation team helped every department in the library and truly keeps the library running.
- Outreach department completely reorganized and structured their workstation and organizational procedures.
- New Mobile Library collection has been curated and added
- Successful Community Read with NYT Best Selling Author, Stephanie Land, and NEA Big Read grant was written this year
- Successful QPL Day
- Successful First Grade visits touring the library
- Staff completion of Keyne Link onboarding
- Successful Seed Library
- Successful Menstrual Hygiene Drive

The staff then had department meetings where we discussed the new strategic initiatives and brainstormed department goals.

Kathleen shared that she and staff went to an OLCL membership meeting in Champaign, Urbana and Decatur, IL. OCLC is another inter library loan product and it is part of our cataloging system. She also went to Galesburg IL to see their new library. The new library is a new 22.5 project with 15 million coming from a state grant. She also met with Sandra Hile, the new Executive Director of the Illinois Art Center.

Summer Read Kick Off 2024 is Saturday, June 1, from 9:00 a.m. to 1:00 p.m. Activities include signing up for the summer read program in the Beanstack app, Axe Company, bounce houses, Platt Daddy's BBQ, Calftown Café, Altrusa sponsored literacy games, Children's author visit, yard games, Park District's show mobile.

The library submitted grants to Kiwanis and the Community Foundation for Little Read books and for Summer Read supplies. QPL received the noon Kiwanis grant of \$1,000, and the Quincy Service League Foundation Grant of \$10,000.

This year's MWB request is \$33,142 of the \$86,113 disbursement amount. The board approved \$28,147 and requested half of the new logoed marketing materials be requested from the Friends of the Library.

Additionally, the mood board for the mobile library is due at the end of June. The new logo and colors will be integrated into the new mobile library design.

VII. UNFINISHED BUSINESS

Kathleen informed the board that she had met with Jenny Willingham from Infinity, Laura Sievert from Arts Quincy, and Library Market regarding our final logo design. She also presented the new look to the website that shows the colors of the logo that correspond to the sections of the website.

The board expressed some thoughts on reorganizing the colors of the design into various patterns to review. Lena made a motion to table the vote to approve the new logo design so the staff can provide more template choices. Kelly seconded and the motion carried.

VIII. NEW BUSINESS

Angela made a motion to approve the Expenditure Approval List for April 2024. Megan seconded and the motion carried. The roll call was as follows:

Dean:	yes	Angela:	yes
Lena:	yes	Megan:	yes
Cheryl:	yes	Kelly:	yes
Jon:	yes	Harry:	absent
Clairice:	absent		

IX. PUBLIC COMMENT

QPL IT Coordinator/Circulation and Outreach Team Lead, Jennifer Burkett, expressed to the board what various research and collaboration went into the drafts and several logo designs. All staff submitted suggestions, thoughts and ideas that were considered with every adjustment made to the designs.

Lena Jones took this time as well to inform the board of the upcoming Juneteenth event at Moorman Park, that will celebrate unity within a community. All the board is invited to attend, and Lena welcomed anyone willing to volunteer to help with set ups.

Megan made a motion to enter into executive session at 7:39 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Cheryl seconded and the motion carried. The roll call was as follows:

Dean:	yes	Angela:	yes
Lena:	yes	Megan:	yes
Cheryl:	yes	Kelly:	yes
Jon:	yes	Harry:	absent
Clairice:	absent		

Kathleen updated the board on the status of a terminated employee, and the current recruitment for the replacement.

At 7:46 p.m., a motion was made to exit executive session and the motion carried.

There being no further topics of discussion, Jon made a motion to adjourn the meeting. Megan seconded and the motion carried. The meeting was adjourned at 7:46 p.m.