

MINUTES OF THE JACKSONVILLE PUBLIC LIBRARY BOARD MEETING

July 12, 2021

The regular meeting of the Jacksonville Public Library Board of Directors was held July 12, 2021 in the meeting room of the Jacksonville Public Library. Present were President Mary Ferguson, Noel Beard, Ted Roth, Forrest Keaton, Kevin Eckhoff, Craig Albers and library director Chris Ashmore. Elizabeth Kennedy and Lisa Haley were present via Zoom. Absent was Katie Weeks.

President Ferguson called the meeting to order at 4:37 PM.

It was moved by Albers and seconded by Eckhoff that the minutes of the June Board Meeting be accepted as submitted. Motion carried.

It was moved by Beard and seconded by Keaton that all financial reports for July be approved and that all properly approved bills for July in the amount of \$68,272.60 be paid out of general funds as funds are available. Motion carried.

Keaton reported on the Endowment Fund balance as of June 30, 2021.

Director's Report

June was a great month at the Jacksonville Public Library. With everything pretty much back to "normal", attendance at the library picked up. Children and adults enjoyed their respective summer reading programs and just being at the library without restrictions. As our public rooms opened without any capacity limits, groups began to come back to use the facilities. Chess club, Girl Scouts, Sons of the American Revolution, private tutors and more all used the meeting and conference rooms in June. The Morgan County Historical Society Board and the Jacksonville Main Street Board have both moved their meetings to the library's meeting room to make use of our videoconferencing equipment for hybrid Zoom/In-Person meetings. The library is also making Zoom programs that it hosts available via the meeting room equipment for those who do not have equipment at home to access Zoom.

Early in June, I noticed that the content filter portion of our firewall was not working. I realized at that point that our Sonicwall account was not under our control, but was still registered to Meek and Co., who took care of all of the license renewals, etc. After contacting Trina, Bob's widow, and finding out that she did not have the information to gain access to the account, I had to jump through a number of hoops with Sonicwall to get the account transferred over to the library. Once that happened, I was able to update

several expired licenses, including the content filter, which expired in April. Everything seems to be running smoothly now.

Many different tasks kept me busy in June. We had several memorial book donations and many thank you notes needed to be written for those and other memorial contributions. I selected all of the books for the 2021-2022 Book Club. The group seems very happy with the selections, and we will hopefully pick up some new members as we gather in person this fall.

I also decided to start the "Music Under the Dome" concert series once again. I am booking performers for five to six concerts between September 2021 and May 2022. My goal is to have everything booked and a schedule out by late August/early September. Other tasks keeping me busy in June included collection development, Facebook and Website maintenance and maintaining the day-to-day operations of the library.

The library continued to have a presence at both the Downtown Concert Series and the Lincoln Square Farmer's market. The children love the activities on concert nights, and we have signed up a number of new patron's for library cards at both settings. Additionally, people just stop to talk about the library, and we give them brochures or fliers about our events and services.

On Monday June 28, Cindy Boehlke informed me that she had accepted the job as director of the Prairie Skies Public Library District (Ashland and Pleasant Plains). We talked about it, and Cindy was very torn. She has really enjoyed her fourteen years here at the Jacksonville Public Library but was looking for a different type of challenge. I wish her nothing but the best.

If there is a good time to leave an important position like Youth Services Librarian, it would be now. Cindy is going to work here through the end of July and finish off Summer Reading. Traditionally, the month or two immediately following Summer Reading are the slowest time of the year for Youth Services. I feel confident that we can cover Youth Services with our current staff until the best replacement is found. I have placed ads on both the RAILS and Heartland library system's web sites and in the *Jacksonville Journal-Courier*. This should catch any librarians looking for a change of scenery and local people that may be qualified for a new career. I have had one very promising interview already.

Adult Services

The Adult Services department had a great June. Sarah had thirteen formal technology appointments and helped patrons with other daily technology questions. Sarah has been working with a volunteer who is finishing a digitization project of the Jacksonville High School yearbook collection and is doing very well. Cindy and Sarah worked together to get the Youth Services programs uploaded onto Facebook. Sarah spent

time researching and promoting events and library services using social media, sending items to local media outlets, interviewing with the local radio station and more. She also worked on research projects with patrons relating to local history and genealogy and helped with other daily reference questions. She updated the blog, social media and website as time permitted. Sarah continued weeding books to create room on the shelves upstairs.

Sarah had six live virtual events in June. Four events were a continuation of a six-week exercise class called Ageless Grace. Based on feedback, the patrons who came to the classes really seemed to enjoy it as a way to get some light exercise. Sarah also had a live program on Zoom called “The Museum of Bad Art 101 (MOBA)” in which the curators from MOBA shared some of their ‘bad art’ pieces from the collection. It was incredibly entertaining and there was a good crowd in attendance. Last but not least, Sarah held a community book discussion on Zoom towards the end of the month. The discussion was the culmination of the American Library Association grant that was awarded earlier in the year. Forty-Two patrons logged on to discuss *Evicted: Poverty and Profit in the American City* by Matthew Desmond. The discussion was led by guest moderators, Alan Bradish and Dr. Jackie Tabor. Participants offered engaging feedback and communicated about solutions to the issues of poverty and homelessness in our community. It was great for the library to provide a platform for so many to discuss some of the issues facing this area; Sarah heard back from a sizable group of attendees who would like to see the library continue these types of discussions.

Sarah also researched items to purchase for the collection and placed book and AV orders as needed. She also put up a new display of materials. Sarah attended an advanced Zoom training class to continue to learn more about the changing environment of programming in libraries. Last but not least, Sarah spent time publicizing upcoming summer reading events.

Interlibrary Loan/Holds

In June, there were 813 items borrowed from other libraries; 834 items lent to other libraries; and 1,528 reciprocal circulations.

Circulation Services

Both the Adult Summer Reading Program and the Children’s Books on Wheels Program got underway in June. Many patrons signed up for the Adult Summer Reading Program and enjoyed picking up a prize after reading five books. Bridget visited each of the Books on Wheels stops each Friday in June, except one Friday when it poured down rain all day. She picked up new children each Friday that she went out. Bridget takes a page with her each Friday to help with all of the kids she is attracting.

The library continued to provide amazing service to every patron that walked in the door during the month of June. The Circulation Staff was very busy helping people on the computers and microfilm. Diane Hequet was very busy cleaning disks, fixing books and helping patrons. Andy Mitchell was busy helping patrons and pulling books for patrons with health issues.

Bridget pulled books from the 'new' shelf that were no longer new and changed their locations in the catalog. She also worked on the library's Pinterest account and kept the Pinterest pages up to date. Bridget kept track of the ISD and ISVI books to see if they were turned in at the student's home libraries. Bridget mailed out overdue notices every day, comparing the information with the patron's accounts to make sure the items had not been turned in yet. She continued to work on weeding books to make room for all the new books that have been switched over. Bridget also continued to put mark the reader labels in all the books so patrons can initial to keep track of what they have read. Bridget also removed and updated patron emails based on reports sent by RSA.

Extension Services

In June, Heidi attended the Morgan/Scott/Greene Interagency Meeting of social service organizations. Many of the agencies explained their plans for re-opening as the Covid regulations begin to relax. Heidi shared information about the Jacksonville Public Library's summer reading programs, the Books on Wheels Program and the community-wide discussion of the book "Evicted."

Outreach services continued at each of the locations Heidi delivers to, with Cedarhurst being the only one to let her in the facility at this point. She continued to receive new requests for individual homebound delivery services. In addition, many email requests to prepare packages of books for pick-up at the library were fulfilled. Many new books were added to the large print collection in June for summer reading enjoyment.

Youth Services

June was a busy, but fun, time in Youth Services. Everything felt like the pre-Covid normal. We saw more families coming to events as June progressed and expect July to be a busy month as well.

The library kicked off the Children's Summer Reading Program on June 8 with a very entertaining juggler. All of the entertainers are in-person this summer and, for the most part, have performed outside in the green space. In-person movies have been popular this summer as well. Story Time has been in-person and Cindy has picked up many new families. Cindy also posts videos of Story Time. Crafts have been "pick up" and available all week, so if a family only comes to the library once a week, they can pick up

the craft at that time. Cindy has posted videos on-line of how to make the crafts as well. Lap Sit, Lego Club and the play area all came back in June and the kids are very happy. All STEAM sessions have been videos posted on-line.

The number of kids registered for the Summer Reading Program is a bit lower than pre-Covid, but that was to be expected. So far, a little over 100 have registered, when we usually have about 250 in a regular summer. The families taking part and doing the reading log are all doing a great job and enjoying the program.

Technical Services

In Lauren's absence due to maternity leave, Linda covered for her nicely and things continued to run very smoothly in Technical Services. Lauren returned to work on June 28.

COMMITTEE REPORTS

Automation/Technology

None

Building and Grounds

Ashmore reported that the Courtyard Renovation Project has not begun due to Covid-19 related stone production and shipping delays.

Finance

None

Personnel

Ashmore reported that Youth Services Librarian Cindy Boehlke had resigned to take the Library Director's position at the Prairie Skies Public Library District. Cindy will be sorely missed, but the search is underway for the best new hire possible.

Public Relations

None

FRIENDS OF THE LIBRARY

None

RAILS/RSA

None

Old Business

None

New Business

Albers made a motion to continue participation in the non-resident library card program with a yearly fee of \$60, seconded by Roth. Motion carried.

There being no further business, the meeting was adjourned at 5:28 PM on a motion by Roth, seconded by Beard.

Respectfully submitted by Chris Ashmore