

MINUTES OF THE JACKSONVILLE PUBLIC LIBRARY BOARD MEETING

December 12, 2011

The regular meeting of the Jacksonville Public Library Board of Directors was held December 12, 2011 in the library's conference room. Present were Mary Ferguson, Craig Albers, Betsy Kennedy, Judy Fay, Noel Beard, Kevin Eckhoff, President Forrest Keaton, Director Sharon Zuiderveld, Adult Services Librarian Chris Ashmore, and Circulation Supervisor Kim Irvin. Absent were Robert Underbrink and Anthony Williams.

President Keaton called the meeting to order at 4:38 PM.

It was moved by Albers and seconded by Eckhoff that the minutes of the November meeting be accepted as submitted. Motion Carried.

It was moved by Beard and seconded by Fay that the financial reports for December 2011 be accepted and placed on file. Motion Carried.

It was moved by Kennedy and seconded by Beard that all properly approved bills for December in the amount of \$43,559.51 be paid out of general funds as funds are available. Motion carried.

Beard suggested that in the future, the monthly financial reports might contain a page showing how the library is doing to date as to its projected income for the year. Ashmore stated that he would discuss this with Financial Secretary Kim Pohlman.

Director's Report

During the month of November, we had two striking displays in the Rotunda. Artist Mary Susan Farmer brought a display of lovely watercolors and chalk drawings featuring persons, places, and things interspersed with some of her calligraphy. Another display, the People's Show, mounted by Claire Jerry, featured ordinary collections of items by ordinary citizens. Of course, these items are not ordinary at all but stunning in their simplicity; vintage salt and pepper shakers, Wizard of Oz memorabilia, teapots from other countries, polar bears of various sizes and shapes, and fragile crystal and porcelain eggs. The lobby contained the *Toys for Tots* donation box and our ever popular Christmas tree.

Two *Music Under the Dome* concerts took place in November: the first by Bulgarian violinist Kamen Petkov, on Sunday afternoon, November 13. The second concert featured Michel Chatara-Morse, classical guitarist from Chicago who performed on Sunday afternoon,

November 27. At the latter concert, the Friends of the Library presented the *Best Friend Award* to the Ed McEvers family in memory of all of Ed's fine gardening with the flower pots on the west side of the building.

Early in the month, I attended an RSA Database and Circulation meeting at the old Alliance Library System headquarters. At this meeting, librarians from the region discuss improvements to the SirsiDynix Symphony software that we all use.

The Book Club met on Thursday, November 17 to discuss **The Hotel on the Corner of Bitter and Sweet** by Jamie Ford, an historical novel about the era of Japanese internment during World War II. The Book Club normally does not meet in December but will resume in January with **The Boy Who Harnessed the Wind**.

The Friends of the Library met on Tuesday evening, November 15 and planned their upcoming events: presenting the Best Friend Award posthumously to Ed McEvers, assist with my retirement reception, and help with the Children's Christmas party on Saturday, December 17.

Work on the west patio took place, with several pavers removed and replaced in areas where puddles were forming on rainy days. Work still remains near the handicapped slope near the parking lot. Doyle Heating also took a broken unit from the roof to be replaced, since it is too worn to be repaired.

Chris Ashmore and I have been meeting regularly to go over policies and procedures that will make his transition to Director a smooth one.

Adult Services

November was another busy month in Adult Services. Chris began to spend time with Sharon to make the transition in January as smooth as possible. Chris was also busy cleaning up his area and finishing lingering projects so that the new Adult Services Librarian would not inherit a backlog. Other tasks keeping Adult Services busy in November included web site maintenance, reference questions, and genealogy assistance.

Interlibrary Loan/Holds

During the month of November, 526 items were borrowed and 560 items were lent to patrons at other libraries. There were 518 reciprocal circulations, according to Amber Ashmore.

Circulation Services

In November, the staff enjoyed time off for Thanksgiving as well as Veterans Day. The display for the month was the U.S. Presidents and their families. It was a very popular display as many of our patrons enjoy history. The staff has been busy assisting patrons with the library's

downloadable books as everyone seems to be buying e-readers and receiving them for Christmas!

Extension Services

November started out in a flurry of activity with Diane participating in the Prairie Council on Aging Senior Expo at Hamilton's. The library sponsored a table to display a variety of large print books and the new digital Talking Book machine. There were many questions about the availability of downloading books into devices such as Kindles and Nooks, homebound delivery, and the fee for non-resident patrons (comments ranged from "I hate you people – it's not fair we have to pay!" to "It's well worth the money!").

On November 5, members of the Jacksonville Lions Club and the family of dedicated Lions Club member Earl Martin met at the library to donate a lovely plaque and a check for \$1,000 as a memorial to Mr. Martin. The plaque is now displayed next to the "new books" shelves in the large print area and the money will be used to purchase large print books. Mr. Martin was a big supporter of the annual Lions Club fruit sale and an advocate for the donations made to the library over the years that have helped to make our Large Print Collection one of the best in Central Illinois.

The Jacksonville Area Senior Center book club met on November 15 to discuss "Scotland" with lots of conversation about vacation memories, WW II, and Andrew Carnegie.

Youth Services

We had another busy month in November! We had seven schools and day cares come for a visit in addition to our regular story time.

We also had Family Reading Night on Nov. 17th. Cindy had planned a *Diary of a Wimpy Kid* Party for the evening, and there were a flurry of calls about Jesse White possibly coming. Cindy created an afternoon session for preschool aged kids with the Mayor, Andy Ezard and Fire Chief Rick Kluge coming to read for us. Jesse White was not able to join us, but we still had a good turnout for Family Reading Night.

We also had two Make-and-Take events. That all adds up to a busy month!

COMMITTEE REPORTS

Automation/Technology

Zuiderveld reported that the Meeks are adding equipment to make the entire library building Wi-Fi accessible. Keaton mentioned that some lawsuits have been filed concerning free public Wi-Fi.

Building and Grounds

Albers reported on the status of the work on the west patio, the completion of the Youth Services desk, and the replacement of an HVAC unit on the roof.

Finance

Ferguson reported on the library's Endowment Fund.

Personnel

None

Public Relations

None

FRIENDS OF THE LIBRARY

None

RAILS/RSA

Zuiderveld reported that our RSA payments now go to Burr Ridge (the new RAILS headquarters).

OLD BUSINESS

None

NEW BUSINESS

Kennedy made a motion, seconded by Fay to pass resolutions from Farmers Bank, Premier Bank, Jacksonville Savings Bank, and Bank of Springfield. These resolutions removed Zuiderveld as a valid signature for accounts at these banks. Chris Ashmore, Forrest Keaton, Craig Albers, and Mary Ferguson are now the valid signers for these accounts. Motion carried. Ashmore will contact Prairie State Bank to see about getting a resolution that would allow the above four to be signers for accounts at that bank.

President Keaton, on behalf of the entire library board, presented Sharon a gift for her retirement.

Albers made motion to adjourn the meeting at 5:20 PM, seconded by Beard. Motion carried.

Respectfully Submitted,

Chris Ashmore