

MINUTES OF THE JACKSONVILLE PUBLIC LIBRARY BOARD MEETING

March 14, 2011

The regular meeting of the Jacksonville Public Library Board of Directors was held March 14, 2011 in the library's conference room. Present were Bob Underbrink, Craig Albers, Kevin Eckhoff, Mary Ferguson, Judy Fay, Elizabeth Kennedy, President Forrest Keaton, and Adult Services Librarian Chris Ashmore. Absent were Anthony Williams and Director Sharon Zuiderveld.

President Keaton called the meeting to order at 4:30 PM.

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

It was moved by Ferguson and seconded by Underbrink that the financial reports for March 2011 be accepted and placed on file. Motion Carried.

It was moved by Kennedy and seconded by Fay that all properly approved bills for March in the amount of \$52,345.26 be paid out of general funds as funds are available. Motion carried.

Director's Report

During the month of February, Jan Sorenson, from the Springfield Watercolor Society displayed her water color paintings in the rotunda. A lovely lavender quilt graced the wall near the Circulation Desk, and romance novels were featured on our circular display.

A massive snowstorm during the first week of February caused us to close the library for three days. Patrons understood the situation and we cancelled late fees for all items due that week.

Pactiv generously provided us with a \$300 check this year; the company has been sold to Reynolds Corp. so we don't know what the future will hold for our annual gift from them.

The Big Read Kick-off took place at UIS on Tuesday evening, February 15. Display tables from various agencies and libraries in the area were set up in the auditorium, refreshments were provided, and musicians performed. In Jacksonville, we had a film viewing and a book discussion of *The Heart is a Lonely Hunter*, the book selected for The Big Read event.

The regular Book Club needed to be cancelled on February 24 because of another snowstorm. We will discuss **The Help** by Kathryn Stockett sometime in March. Our next book will be **The Immortal Life of Henrietta Lacks** by Rebecca Skloot.

On February 22, I was one of two judges to read prose and poetry selections at Jacksonville High School, having been asked by English teacher Angie Homer. I have also been supervising two Rotary Literacy Grants, one at Franklin Elementary (2nd grades) and Lincoln Elementary (after school project with 2nd and 3rd grade boys). Both

are going well and the children have been thrilled with the books we read together and that they may keep.

Circulation Services

Kim Irvin weeded some in the fiction section as well as the paperbacks (fiction, mystery, and romance). The library took in \$128 on the sale of books for Friends. The books were \$1 apiece and many people donated extra money to the cause! The octagon table's display for February was romance and those books were quite popular!

Adult Services

During the month of February, Chris worked on the Illinois Public Library Annual report (IPLAR). This is always a time consuming report. The library hopes to finish the report in March. Chris gave a tour to some visiting children from Pathway School and consulted with Zuiderveld on several administrative matters. The normal tasks keeping Adult Services busy during February were reference questions, research requests, and genealogy assistance.

Interlibrary Loan/Holds

450 items were borrowed from other libraries, 328 were lent, and there were 478 reciprocal circulations during the month of February, according to Amber Ashmore.

Extension Services

Homebound deliveries in February started out with delays due to the blizzard and ended up with schedule changes due to the illness/deaths of several homebound patrons. While several new patrons were added during the month, the number of books they read seems to be lower compared to other homebound patrons. One bright spot was the payment of a long-overdue bill for lost library items by North Church Nursing/Rehab Center (the former Golden Moments) so deliveries will resume there after a meeting with the activity and social services directors.

The Book Club at the Jacksonville Area Senior Center discussed "America's First Ladies" on February 8.

Diane represented the library at the February 10 meeting of the Morgan/Scott/Greene Planning Committee at Passavant Area Hospital and heard an update on New Directions of Jacksonville IL (Homeless Task Force).

The Large Print Collection needs more shelving space for new books so 88 books were weeded from the fiction section; other options were discussed with Sharon and Kim.

Youth Services

February was busy month for Youth Services! Between Early Years, Head Start and the daycares, we have been jumping! We have had great attendance for the morning story time; however the afternoon story time has not been bringing any attendants. The morning sessions have been so full at times, we almost can't fit in the room!

We had three Valentine's Day celebrations; the first was making valentines with the kids at Lap Sit, which was very popular. Several moms commented that they liked seeing ideas for cards their little kids could make. Second was a Valentine's Day Party with games, crafts and card making! We were able to incorporate this event with a Girl Scout

meeting that was planned for that day, which worked out really well for everyone! Lastly, we had Create-A-Card Week from the 12th to the 19th where anyone could come and make cards either for themselves or give them to sick kids via the Love Letters program. This was very popular with approximately 50 cards being made and given to the Love Letters program. Love Letters is a nonprofit group that takes handmade cards and distributes them to kids in hospitals all across the country. It is based in Florida, but there is an Illinois chapter as well.

The Lap Sit and Creative Toddler programs continue to be very popular and the warmer weather is bringing out more families. Miss Ann and Cindy enjoyed working together on the valentine making and plan to work together more in the future.

Technical Services

Heidi, Kim P and Diane Darnell cheerfully catalogued and processed new books/CDs/etc., repaired old ones and re-catalogued or withdrew old items upon request, and Linda worked on her projects. We also benefitted from the assistance of our newest volunteer, Bethany Pohlman who is very proficient at applying label locks, as well as stamping and applying targets and pockets.

In February, we began adding books with future release dates into Work Flows so that our Patrons can place holds on them. Judging by the number of holds that appeared for books once they were in our possession, it seems that the "system" is functioning as planned.

COMMITTEE REPORTS

Automation/Technology

Ashmore reported that the library had purchased ten new personal computers for public usage. They will be installed by Meek and Co.

Building and Grounds

Ashmore and Keaton explained that the new Youth Services desk has not arrived due to Buchstadt filing for Chapter 11. Zuiderveld will send the board members an update with the most recent information and a Building and Grounds committee meeting may need to be set.

Finance

None

Personnel

Kennedy reported that the Personnel Committee met to look at the job description that will be sent out for the Library Director's position. Some changes have been made. The idea is for this job announcement/position description to be sent out sometime around April 1 to the University of Illinois and Dominican University library schools, the American Library Association, the Illinois Library Association, and possibly some library journals. A deadline for applicants of around May 15 is envisioned.

Public Relations

None

FRIENDS OF THE LIBRARY

Ashmore reported that the annual Author of the Year contest entries have been turned in and were not as numerous as in past years.

ALLIANCE LIBRARY SYSTEM

Eckhoff reported that a meeting was held on February 24. A transition board was created to help with the merger of the five library systems. By-laws were also passed.

OLD BUSINESS

None

NEW BUSINESS

None

Meeting adjourned at 5:02 PM on a motion by Albers, seconded by Eckhoff.

Respectfully Submitted,

Chris Ashmore