

MINUTES OF THE JACKSONVILLE PUBLIC LIBRARY BOARD MEETING

October 11, 2011

The regular meeting of the Jacksonville Public Library Board of Directors was held October 11, 2011 in the library's conference room. Present were Judy Fay, Noel Beard, Mary Ferguson, Betsy Kennedy, Craig Albers, Director Sharon Zuiderveld, and Adult Services Librarian Chris Ashmore. Absent were Anthony Williams, Kevin Eckhoff, Robert Underbrink, and President Forrest Keaton.

In the absence of President Keaton, Vice-President Albers called the meeting to order at 4:31 PM.

It was moved by Fay and seconded by Kennedy that the minutes of the September meeting be accepted with the corrections that Ferguson made concerning who made the motions to go into and out of closed session and to adjourn the meeting. Motion carried.

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

It was moved by Beard and seconded by Ferguson that all properly approved bills for October in the amount of \$48,778.60 be paid out of general funds as funds are available. Motion carried.

Albers suggested that the library put out some publicity about the Kindle now be compatible with library e-book downloads.

Director's Report

During the month of September, traffic picked up again at the library after an August lull. Cooler weather and children back in school helped with regulars returning and with college students coming in for new borrower's cards. We also had increased traffic from the seventh graders at Turner Junior High as they worked on a major research project on a historic site in Jacksonville. Chris Ashmore has the files and books all in place so when students and parents come in; all of us are ready to assist them.

Amber Ashmore provided a delightful display of Barbie dolls in the display cases this month; many have never been opened are in pristine condition. They were a hit with our patrons, particularly those with children.

The Friends of the Library mounted a Silent Auction for the month in the display area across from the adult circulation desk. This continues to be a popular exhibit as patrons pore over the selections and make their bids.

Over the Labor Day weekend, Chem-Dry cleaned the carpets, returning on September 25 to wash and wax the bathroom floors, an annual job for them. We continue to have Aramark supply carpet runners, cutting down on scuffs and dirt in the building.

On September 20 the Friend of the Library Board met to plan their fall activities. In addition to the Silent Auction, they are planning to present the Friend of the Year Award and assist with the children's Christmas party.

The Book Club met on September 22 to discuss **So Big** by Edna Ferber and **Brave New World** by Aldous Huxley. Although the group was small this month, we had a lively

discussion. Next month Dr. Jeannie Zeck from MacMurray College will lead a discussion of **The Water is Wide** by Pat Conroy.

A number of construction projects have necessitated a change in our schedules during the last week of September. The Downtown Jacksonville project is working on completing access to the downtown square from Main St. This required work on the water main, also affecting the library. We were closed to the public on Wednesday afternoon and all day Thursday, September 28 and 29. At the same time, Neff-Colvin started work on the west patio, removing all pavers, relocating the drains, and installing a new door. With fine fall weather, this project should be completed in early October. Plans are underway for our annual staff day, Columbus Day, October 10. This year staff members will visit the Chatham Public Library, visit with staff, and meet their new assistant director, a valuable addition, according to Director Amy Ihnen, who supervises a staff of 34.

Circulation Services

Kim Irvin enjoyed a lovely vacation to England for 2 weeks in September. The staff took care of everything while she was away! A lot of construction was underway at the west entrance door and patio. The library was closed for Labor Day, and was also closed 1.5 days due to the construction on Main Street which turned off the library's use of water for that time. The staff was very flexible and kept a cheerful attitude amidst the inconvenience and difficulties that ensued, such as hand carrying the entire contents of the book drop to the front door, and needing to make several trips.

Adult Services

September was a busy month for Adult Services. Schools and colleges were back in session and beginning to need help with class assignments and papers. In particular, the annual Turner Jr. High School local history project started in September and for several days the library was flooded with seventh graders. The entire staff was involved in helping these young students. In addition to students being back in class, the adult literary societies have started meeting again and several people have needed Chris' assistance in finding materials for their papers. The annual Per-Capita Grant (FY2012) was completed in September by Sharon, Chris, and Kim Pohlman. It will be signed at the October board meeting and then submitted to the Illinois State Library. Other tasks keeping Adult Services busy in September included reference assistance, research requests, and web site maintenance.

Interlibrary Loans/Holds

During the month of September, 515 items were borrowed and 518 items were lent; there were 320 reciprocal circulations, according to clerk Amber Ashmore.

Technical Services

Diane Darnell, Heidi, Kim Pohlman, and Linda Little all have been adding many fine books and other materials to the collection, processing games and kits as well as audio items, and continuing to evaluate books that may need repair or replacement.

Youth Services

September seemed to fly by in Youth Services! We had two make and take craft Saturdays, one for Grandparents Day and one for apples in the fall. Attendance at Story

Times has been improving as people are settling into their school schedules. We had a class of 5th and 6th grade students from 8 Points Charter School come for a tour. Cindy gave a presentation on creating archives at Reaching Forward South as well.

COMMITTEE REPORTS

Automation/Technology

None

Building and Grounds

Albers reported on the installation of the new Youth Services circulation desk, the paving work done on the west patio, and the new west side entrance door. Albers suggested that the Building and Grounds committee meet to discuss all of these issues.

Finance

A Finance Committee Meeting was set for 4:00 PM on Tuesday November 1 (later changed to 4:00 PM on Monday October 31) to approve the 2012 Operating Budget.

Personnel

A short Personnel Committee meeting was set for directly after this board meeting.

Public Relations

None

FRIENDS OF THE LIBRARY

None

RAILS/RSA

Zuiderveld reported that RAILS will be having elections for officers for its new board.

OLD BUSINESS

None

NEW BUSINESS

The FY 2012 Per-Capita Grant application was reviewed by the board and signed. An election of board officers was held. Kennedy made motion to retain the current slate of board officers (Keaton – President, Albers – Vice-President, and Ferguson – Secretary) for the 2011-2012 year. This motion was seconded by Beard. Motion carried.

Kennedy made motion to adjourn the meeting at 5:04 PM, seconded by Beard. Motion carried.

Respectfully Submitted,
Chris Ashmore