

Havana Public Library District Board meeting
November 20, 2019

The meeting was called to order at 4:47 pm by President Lesemann. Members present were Brian Lesemann, Mark McGrew, Mary Layton, Stephanie Howerter, Cathy Toncray, Jan Hurley, and Mary Ellen Simpson. Also present was Librarian Vanessa Hall-Bennett.

President's Report

No president's report

Secretary's Report

The minutes of the October 10, 2019 meeting were reviewed. A motion was made by Mark McGrew and seconded by Mary Ellen Simpson to approve. Motion passed by roll call vote.

Correspondence, Communications, Public Comment

President Leseman read a letter from the Village of Bath acknowledging the impending closure of the satellite. Vanessa read a letter from Summer Brown affirming the correct addresses of board members for the Statements of Economic Interest.

Treasurer's Report

No treasurer's report

Librarian's Report-Written Report

8 people attended the October book group, The Little Stranger. 15 people are signed up for November's book, American Gods.

Vanessa attended the Illinois Library Association Conference in Tinley Park from October 22-24 and received a great deal of useful information. She intends to implement many of these ideas in the near future.

Main Library October attendance statistics: 1370 patrons; 184 staff/service/other; 222 computer users. 304 informational questions and 306 reference questions were answered. We conducted 2 in-depth tutorials. 1876 items circulated. We issued 16 new library cards in the month of October. 42 programs took place in October. Total attendance: 918 adults, 86 young adults, and 1014 children. 44 books were discarded and 171 books and 4 magazines were added to the collection.

Library Staff had a closed to the public work day on November 13th. They filled a dumpster, rearranged technical services, and assembled new furniture. A great deal of detritus has been removed from the Adams Street annex.

The library has a new coffee/tea/cocoa bar service, which consists of a Keuring machine and attendant paraphernalia. The library is charging \$0.25 per cup; this is a deterrent against abuse and does not reimburse our costs. The coffee bar has proved very popular.

Unfinished Business

The letter from Bath was discussed. No further action taken.

New Business

The levy ordinance was reviewed. A motion to approve the levy was made by Cathy Toncray and seconded by Mark McGrew. Motion passed by roll call vote.

Mark McGrew discussed the progress made by library attorneys in establishing the Library Foundation. Currently, there are drafted by-laws and we are waiting for a tax ID from the state. No further action taken.

Vanessa relayed that Todd Volker of the US Census approached her about starting a complete count committee. Vanessa will pursue this. No further action taken.

Vanessa posed the question of hiring someone with a plow to clear the parking lots. The general consensus was to pursue this but no formal vote was taken.

Brian Lesemann moved to go into closed session 2 (c) (1) at 5:20 p.m. Second by Mark McGrew. Motion approved by roll call.

Mary Layton moved to return to open session at 5:35 p.m. Second by Brian Lesemann. Motion approved by roll call.

Adjournment

Mark McGrew moved to adjourn, seconded by Cathy Toncray at 5:40 p.m. Motion approved by roll call.

Respectfully submitted,

Vanessa Hall-Bennett, Acting Secretary