

Havana Public Library District Board meeting
October 10, 2019

The meeting was called to order at 4:45 pm by President Lesemann. Members present were Brian Lesemann, Cathy Toncray, Mark McGrew, Jan Hurley, and Mary Ellen Simpson. Also present was Librarian Vanessa Hall-Bennett.

President's Report

The board of trustees reviewed Chapter 3 of Serving Our Public 3.0. Chapters 11-14 and all appendices of Trustee Facts File are to be reviewed separately by board members; comments should be given to Vanessa.

Secretary's Report

The minutes of the September 19, 2019 meeting were reviewed. A motion was made by Brian Lesemann and seconded by Mark McGrew to approve. Motion passed by roll call vote.

Correspondence, Communications, Public Comment

President Leseman read a letter from library lawyer Steven Mahrt regarding the possible rental of the Annex by the school district, a promotional packet from Cook and Kocher Insurance, and information from AMP, a Google Streetview contractor. Vanessa gave the board information about the Try It Illinois database trials. She was instructed to obtain more information on Cook and Kocher.

Treasurer's Report

The September 2019 Treasurer's Report was reviewed. A motion was made by Mark McGrew and seconded by Cathy Toncray to approve the September 2019 report. Motion passed by roll call vote.

Librarian's Report-Written Report

11 people attended the September book group, The Goldfinch. 16 people are signed up for October's book, The Little Stranger.

Vanessa will be attending the Illinois Library Association Conference in Tinley Park from October 22-24.

Main Library September attendance statistics: 963 patrons; 155 staff/service/other; 206 computer users. 441 informational questions and reference questions were answered. 5 in-depth tutorials were conducted. 1676 items circulated. The library issued 13 new library cards in the month of September. 34 programs took place in September. Total attendance: 123 adults, 0 young adults, and 301 children. 114 books were discarded and 64 books were accessioned.

The Village of Bath has installed a security system. Though library staff still have keys to the building, any entrance will trigger the system (and rouse the police) if one does not punch in the correct code. The library has not been given the code.

The Census Bureau will be holding an evening job fair at the Plum Street Annex on Thursday, October 24th.

Unfinished Business

None

New Business

The property taxes needed to support the library next year were estimated at \$277, 500. A motion was made by Mark McGrew and seconded by Brian Lesemann. Motion passed by roll call vote.

Halloween hours will be extended to 8:00 p.m. No vote taken.

The outdoor globe lights have ceased to function. Vanessa will contact someone to fix them. No vote taken.

A letter drafted to inform the Village of Bath that the Havana Public Library District is closing the Bath Satellite was read. A motion to approve the letter was made by Mark McGrew and seconded by Mary Ellen Simpson. Motion passed by roll call vote.

The levy ordinance was tabled. A draft of holiday closings for 2020 was reviewed. A motion to approve the dates was made by Brian Lesemann and seconded by Cathy Toncray

Adjournment

Mary Ellen Simpson moved to adjourn, seconded by Jan Hurley at 5:35 p.m. Motion approved by roll call.

Respectfully submitted,

Vanessa Hall-Bennett, Acting Secretary