

**Meeting Minutes**  
**Auburn Public Library District Board Meeting**  
**August 20th, 2024**  
**7 PM**

**Call to order:** A regular meeting of the Auburn Public Library District Board of Trustees was held in Auburn, IL, 62615, on August 20th, 2024. The meeting convened at 7:05 pm. President Lacy Strader presiding, and Ashley Jarrett, secretary.

**Roll call to establish quorum:**

**Board Attendees:**

1. Lacy Strader: present
2. Monica Garrett: present
3. Ashley Jarrett: present
4. Jeffrey Stutsman: present
5. Deb Burke: present
6. Dan Dixon: present

**Staff:**

Amanda Kendall, Library Director: present  
Nicole Szymski, Librarian: present  
Kaydence Lehman, Aide: present

**Visitors:**

Katie Horath  
Ryan Franklin

**I. New Business**

1. Vote to accept new board member
2. *Motion:* Moved by Lacy Strader to accept Katie Horath as a new board member for a term ending in 2027

**Motion Carried.**

3. Oath of office

**II. Adjournment**

1. *Motion:* Moved by Lacy Strader to adjourn the meeting.

**Motion Carried.**

The meeting adjourned at 7:08 pm.

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**Roll call to establish quorum:**

**Board Attendees:**

1. Lacy Strader: present
2. Monica Garrett: present
3. Ashley Jarrett: present
4. Jeffrey Stutsman: present
5. Deb Burke: present
6. Dan Dixon: present
7. Katie Horath: present

**Staff:**

Amanda Kendall, Library Director: present  
Nicole Szymiski, Librarian: present  
Kaydence Lehman, Aide: present

**Visitors:**

Ryan Franklin

**I. Approval of minutes:**

*Motion:* Moved by Lacy Strader to accept the minutes of the July 2024 meeting

**Motion carried.**

*Motion:* Moved by Lacy Strader to accept the minutes of the Budget Committee meeting

**Motion carried.**

**II. Consent Agenda**

- a. Total circulation down from June

*Motion:* Moved by Lacy Strader that the Consent Agenda be approved.

**Motion carried.**

**III. New Business**

1. Welcome visitor Ryan Franklin
  - a. Ryan is a Library Program Specialist with the Illinois State Library and she came to share information about EBSCO and ISL and all the free information that they offer
  - b. EBSCO is the company that provides the databases

- i. Looks like a google search engine
  - ii. Contains 54 databases across 5 platforms that anyone in Illinois can use even without a library card
    - 1. If someone residing in Illinois needs a library card to use the databases out of state they can get one from the state library
    - 2. Will use geolocation so that residents will only need to sign in if they are out of state
    - 3. Statistics will go to the library closest to the person using it, not necessarily their “home” library
  - iii. There is no genealogy or language learning database included at this time
  - iv. Car database allows the user to search for make/model/year and information about their car including repairs
  - v. Learning express database
    - 1. Includes the option to create an EBSCO account to track lessons completed
    - 2. Useful for learning how to use Microsoft office programs
  - vi. Explora database is more visual and makes the process of using databases easier for people unfamiliar with database searches
  - vii. NoveList has book recommendations
  - viii. The initial period is 3 years but access to the databases can be renewed in one year increments up to 7 times by the state library
  - ix. Library website can include a “one link solution” that takes users to all the databases (this is the easiest method and what will most likely occur in Auburn) or each library can have their own private link to track statistics
- c. Training
    - i. Virtual training will be available for libraries for information about databases and marketing materials
    - ii. In-person training will also be available all over the state
  - d. Live and Learn construction grants were also discussed
    - i. ADA grants do not need a match (some others do require the library to match the grant amount and the money must be available at the time the grant is awarded)
    - ii. ADA deadline is January 15th
  - e. Board members are encouraged to e-mail/ask a congressman about free access to e-books and availability through the state library since individual library costs and fees for e-books are higher than traditional print books
2. ILAAC 2024 in Peoria
- a. Amanda and Nicole signed up
  - b. Trustee Day
    - i. Thursday October 10th; Dan Dixon is going, APLD pays the tab
    - ii.
  - c. **Motion Carried.**

**3. FY 2024-2025 Proposed budget**

*a. Motion:* moved by Dan Dixon to approve the FY 2024-2025 proposed budget

- i.* Lacy Strader: yay
- ii.* Monica Garrett: yay
- iii.* Ashley Jarrett: yay
- iv.* Jeffrey Stutsman: yay
- v.* Dan Dixon: yay
- vi.* Deb Burke: yay
- vii.* Katie Horath: yay

***b. Motion carried.***

**4. Election information**

***a.*** Board members with terms ending:

- i.* Lacy Strader
- ii.* Monica Garrett
- iii.* Jeffrey Stutsman
- iv.* Ashley Jarrett
- v.* Dan Dixon

***b.*** Forms should be filed November 12-18, 2024

- i.* Non-partisan petition needs 7 signatures
- ii.* Statements of Candidacy and Economic Interest

**IV. Unfinished Business**

1. Proposed closure for homecoming on September 20th

1. The square is blocked off so patrons cannot access the library

*Motion:* Moved by Lacy Strader to close the library for homecoming

**Motion carried.**

**V. Treasurer's Report**

1. Financial Reports

- a. Memberships updated
- b. Only regular bills last month

**VI. Director's Report**

1. Facility

- a. Library will be closed for inservice day on Friday, August 30th
- b. Library will be closed Monday, September 2nd for Labor Day
- c. Landscaping
  - a. Envy lawn care donated their time and resources for edging and weeding and it was much appreciated!

2. Staff

- a. ILA conference is coming!
  - i. Held in Peoria this year
  - ii. Library hours might be skewed the week of the conference depending on Kaydence's school schedule

3. Programming
  - a. Summer Reading- Adventure at the Library
    - i. Lots of positive feedback but attendance has been less than previous years; people are busy
  - b. Babies and Teens update
    - i. Teen participation has dwindled a bit but is still more teen participation than previous years
    - ii. Break-in bags most popular with tweens
    - iii. Baby sensory story time continues to be well attended and has regulars now
    - iv. Older story time is not attended
  - c. Storytimes, book clubs and passive programming
    - i. Baby story time has been going well
    - ii. Friday story time has not had good attendance
    - iii. Book clubs are ongoing and well attended
    - iv. Passive programming are ongoing, adding a collage station, interactive end-caps for YA (sudoku, positive vibes, book rating)
    - v. Book buddies were a hit!
  - d. Trunk or Treat and Witches Night Out
    - a. Events by Bewitching Botanicals; the library will be more involved this year
    - b. Library will provide space for psychic readings during Witches Night Out
    - c. Library has a trunk with candy for Trunk or Treat
  - e. Banned Books Week "Freed Between the Lines"
    - a. September 22nd-28th (same week as book sale that is 9/26-28)
    - b. Freedom to Read day is Saturday
  - f. Library Crawl takes place in October- we are signed up to participate and will give out cute prizes but there are no other details yet
4. Fundraising
5. Long Range Plan Progress Report
6. Other
  1. IPLAR and ILLNET in progress

*Motion:* Moved by Lacy Strader to approve the Director's Report.

**Motion carried.**

## **VII. Committee Report**

1. Budget/Finance Committee
2. Policy Committee
3. Building Maintenance Committee
4. District Expansion Committee
5. Ad Hoc Committee

**VIII. Public Comment**

- a. State Library has the ability to inter-library loan
  - i. Includes banned book collection and kits such as braille legos and solar science that can be loaned

**IX. Announcements**

- 1. Next meeting is September 17th, 2024

**X. Adjournment:** Lacy Strader made a motion to adjourn the meeting at 9:25 pm.  
**Motion carried.**