

NIPPERSINK PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
REGULAR MEETING MINUTES
APRIL 9, 2024

CALL TO ORDER

The Regular Meeting of the Board of Library Trustees of the Nippersink Public Library District at the Nippersink Library, 5418 Hill Road, Richmond, Illinois, was called to order at 7:01 p.m. by President Drew Knobloch.

PRESENT

Trustees Adrienne Adams, Brett Bieder, Heather Evenson, Robert Johnston, Michelle Jordan, Drew Knobloch, Sue Rekenhaller, and Library Director Dana Fanslow were present.

RECOGNITION OF SECRETARY

Trustee Rekenhaller was recognized as the secretary. Director Fanslow volunteered to act as recorder.

RECOGNITION OF MEMBERS OF THE AUDIENCE

Alicia Stanek, Circulation Clerk
Ash Lee Simons, Youth Services Manager
Kathy Christenson, Circulation Manager
Linda Spence, Circulation Clerk
Yoni Nielson, Assistant to the Director

ADDITIONS

1. Trustee Johnston would like to discuss a county law that is coming in that would use the Library as a court system. President Knobloch & Director Fanslow will research this and discuss this in the next meeting.

MINUTES

1. Approve March 12, 2024, Regular Meeting Minutes
Motion was made by Trustee Johnston, Second by Trustee Jordon, to approve the March 12, 2024, Regular Meeting Minutes.
Voice Vote: All in Favor
MOTION PASSES

CORRESPONDENCE AND LIBRARY NEWS

None

TREASURER'S REPORT

1. Review and Approve Warrant #10
Warrant #10 in the amount of \$68,127.13 was reviewed for payment.
Motion was made by Trustee Adams Second by Trustee Bieder to approve the Warrant #10.
Roll Call Vote: Ayes: Adams, Bieder, Evenson, Johnston, Jordan, Knobloch, Rekenhaller
Nays: None
MOTION PASSES
2. Review Monthly Budget Report
 1. We are under budget of \$23,233.62 for the fiscal year and over budget \$2,581.46 for March.

LIBRARY DIRECTOR'S REPORT

Director Fanslow stated that it is important to note that we were only down 403 transactions from the previous year, and we did not participate in Library Lovers this year, thus showing good growth in the Library.

Director Fanslow informed the Board that TKE is looking at April 29 for the install, but Studio GC will have to complete their part first. Contractor bids close on Thursday, we should know more after the bids close.

Director Fanslow explained that we are in National Library week right now. The Library has given the workers small surprises in their mailbox each day. NPLD shirts will be in at the end of the month.

Director Fanslow informed the Board that there have been a few supreme court cases regarding government agency & workers in regard to social media, she has signed up for a few different webinars to help direct how to look at those policies for our Library.

Director Fanslow explained how the staff will be creating a quarterly newsletter, the first one just went out and are thrilled with how it turned out and cannot wait to see the evolution.

Director Fanslow notified the Board that the Richmond-Spring Grove Area Rotary donated \$3,000 to the Library for our Book Clubs.

Director Fanslow reported that we have received our Tax Extension information from the County with our new total of \$808,838.03 and is starting to work on the 2024-2025 draft budget.

ADULT SERVICES' REPORT

Christenson explained to the Board that the Adult Services are really focusing on the upcoming programming, and the Adult programming is starting to fill up.

YOUTH SERVICES' REPORT

Simons informed the Board that the Youth Services Staff is excited about starting to offer different board games, STEAM kits, and video games as circulating items to our patrons.

Simons explained all the changes that are starting to take place in the Youth Department; such as new shelving for board books, a train table, and rehaul of the old story time room with sensory-oriented toys for the new weekly Baby Bash program.

Simons discussed how they are preparing for Summer Reading 2024, donations from local businesses for giveaways, creating a SRP video to share with the schools, and having some classes visiting the Library in May.

Simons was excited to start developing different book clubs for the different ages thanks to Richmond-Spring Grove Rotary.

COMMITTEE REPORTS

None

UNFINISHED BUSINESS

1. 2024 Economic Interest Statements
 1. All Economic Interest Statements have been filled out, NPLD is complete until 2025.
2. Strategic Planning
 1. Director Fanslow would like to suggest doing this in-house and start the dialog about running a strategic plan since we are growing as a Library. President Knobloch would like the Board to think about this and go into a more detailed discussion next Board meeting.
3. Vacation Policy
Motion was made by Trustee Johnston, Second by Trustee Bieder, to approve the Vacation Policy update starting on July 1, the beginning of the 2024-2025 fiscal year.
Roll Call Vote: Ayes: Adams, Bieder, Evenson, Johnston, Jordan, Knobloch, Rekenhaller
Nays: None
MOTION PASSES

NEW BUSINESS

1. Illinois Library Presents (ILP)
Motion was made by Trustee Johnston, Second by Trustee Bieder, to move approve using Illinois Library Presents for next fiscal year.
Roll Call Vote: Ayes: Adams, Bieder, Evenson, Johnston, Jordan, Knobloch, Rekenhaller
Nays: None
MOTION PASSES
2. Phone Company
Motion was made by Trustee Johnston, Second by Trustee Adams, to change our phone service to Elevate from Frontier.
Roll Call Vote: Ayes: Adams, Bieder, Evenson, Johnston, Jordan, Knobloch, Rekenhaller
Nays: None
MOTION PASSES
3. Policies: 400 Employee Benefit Policies
 1. Director Fanslow will check with Paychex to see if they are able to pull the tuition reimbursement on their last paycheck. President Knobloch suggests tabling the Tuition Reimbursement section until next month's meeting.
Motion was made by Trustee Bieder, Second by Trustee Adams, to approve the new Employee Benefit Policies tabling the Tuition Reimbursement policy.
Roll Call Vote: Ayes: Adams, Bieder, Evenson, Johnston, Jordan, Knobloch, Rekenhaller
Nays: None
MOTION PASSES

AUDIENCE COMMENTS

None

ADJOURN

There being no further business, President Knobloch declared the meeting adjourned at 8:10 p.m.

Respectfully submitted by Dana Fanslow,

Theresa Sue Rekenhaller, Secretary