

Minutes of Library Trustee Meeting  
December 13, 2021

1. President Albaugh called the meeting to order at 6:30 pm. Trustees present John Cox, Maria Rector, Walter Johnson, Tracy Furlong, Katherine Walker and Craig Albaugh. Also present were Kathy Leonard and Jenna Diedrich, Library Director. Earl Thompson had an excused absence.

2. No citizens comments

3. Consent Agenda

Cox moved to approve the consent agenda with a change to the minutes that Furlong had abstained on the Meritorious Service award at the November meeting. Rector made the second. Vote: Cox – Aye, Rector – Aye, Johnson – Aye, Furlong – Aye, Walker – Aye, Albaugh – Aye. Motion carried.

4. No Financial report

5. No Treasurer's report

6. Friends report

Kathy Leonard reported that the Friends of the Library will hold their annual sale July 27 – 30, 2022. Drop off of books will begin February 1. The Friends earned \$300 from the mini book sale at the Galena Territory Association Holiday Market.

7. Library Director's report

Rector asked about the story trail. Diedrich explained the posts have pages of books that are switched out during the year. Books are typically about 32 pages, so 18 posts are usually needed. Rachel is looking at other different grants to cover the costs. Albaugh mentioned that grants from the Country Fair are due by May. The book drop will be painted in January. Albaugh asked about furniture. Diedrich has ordered four chairs, a coffee table and a slipcover for the red couch. The DVD shelving will not happen. Staff will be arranging the current DVD shelves for better use. The window egress for the children's area will begin next year. The digitization project from 1870 -1929 is complete and readability is good. Diedrich is hoping to send the 1930-1939 decade next to extend the project. The samples have been received from the new company and look good. The usual cycle begins in January and ends in March. Albaugh liked the idea of sending five years and asked about the schedule. Furlong asked about any monetary issues. Cox commented about doing the Gazette first and that it made sense to stretch the current sequence out. Furlong would like the library to have a company commitment about doing the work. Cox asked about the security of the new facility mentioning the recent tornado destruction in Kentucky and Edwardsville, Illinois. Furlong suggested an action plan and dates for deliverables. Diedrich showed the new whiteboard screen. All the trustees thought it was good technology. It was ordered when the old TV broke. Recording meetings was asked about and Walker volunteered to do some research on it. Lit Fest is on the horizon for January. All events are free.

8. Board President's report

President Albaugh asked about having promotion of the historical room online with video. Diedrich mentioned that Larissa has videos in the pipeline and one for the historical room is included. In the spring, video of Dale cleaning a tombstone and then there is a history of that person will be shot. They are using Instagram Reels which are tiny videos. Some are also on YouTube which archives longer

videos.

#### 9. Committees

- a. Building & Grounds no report
- b. Finance no report
- c. HR no report
- d. Policy will be meeting on Wednesday morning

#### 10. No Unfinished business

#### 11. New business

a. IGA with Illinois Libraries Present will have programming that is affordable, cost is \$75 for January thru June. Three great authors will be presented. January will have Ms. Silvia Moreno-Garcia with Velvet Was the Night. February will have author Jasmine Guillory and March will have author Jenny Lawson. Walker moved to provide the \$75 for the 6 months pilot program. Furlong had the second. Vote: Rector – Aye, Johnson – Aye, Furlong – Aye, Walker – Aye, Cox – Aye, Albaugh – Aye. Motion carried.

b. Cox moved to change the trustee meeting dates for January thru April 2022. Rector had the second. Vote: Rector – Aye, Johnson – Aye, Furlong – Aye, Walker – Aye, Cox – Aye, Albaugh – Aye. Motion carried.

#### 12. Strategic Plan

Furlong asked about measurables. Diedrich displayed the color chart. Johnson moved to accept the Strategic Plan. Cox made the second. Vote: Rector – Aye, Johnson – Aye, Furlong – Aye, Walker – Aye, Cox – Aye, Albaugh – Aye. Motion carried.

#### 13. Closed session

Leonard and Diedrich left the meeting. Rector moved to enter closed session at 7:50 pm. Cox made the second. Vote: Rector – Aye, Johnson – Aye, Furlong – Aye, Walker – Aye, Cox – Aye, Albaugh – Aye. Motion carried. Discussion. Diedrich rejoined the meeting at 8:12 pm. Discussion. Johnson moved to end close session. Rector made the second. Vote: Rector – Aye, Johnson – Aye, Furlong – Aye, Walker – Aye, Cox – Aye, Albaugh – Aye. There was no other action.

Meeting adjourned 8:25 pm.

Respectfully submitted,

Katherine Walker  
Secretary