

## MINUTES

### WOOD RIVER PUBLIC LIBRARY BOARD OF TRUSTEES

DATE: January 19, 2023

TIME: 6:00 PM

PLACE: Wood River Public Library

326 East Ferguson Avenue, Wood River, IL

I. **Call to Order / Roll Call / Pledge of Allegiance**

Nick Aguinaga, President, called the meeting to order at 6:01 pm

Members Present:

Nick Aguinaga	X
Rhonda Breslin	
Mary Ann Crawford	X
Stacy Tierney	X
Steve Scroggins	X
Sue Smith	
Cathi Stalcup	
Jennifer Trask	X
Karen Weber	X

Others present:

Lindsey Herron- Library Director

Tom Stalcup – City of Wood River Mayor

A quorum was established.

The Pledge of Allegiance was recited.

II. **Approval of Minutes**

- a. December 15, 2022 Regular Meeting
- b. January 4, 2023 – Personnel Committee Meeting
  - o Motion – Mary Ann Crawford

- Second – Stacy Tierney
- All in favor – Motion passed

III. **Correspondence/ Communications**

- We have a community member that does not recommend Wood River Library on Facebook. He says staff is too loud. However, he has been here every day this week.

IV. **Officer’s Reports**

- a. President – Nothing to report
- b. Vice-President – Nothing to report
- c. Secretary – Nothing to report
- d. Treasurer – Nothing to report

V. **Committee Reports**

- a. Building and Grounds – Discussing painting the metal doors; Getting the last of the cameras installed; Either replacing lights in foyer or adding lights; Refacing the sign outside
- b. Finance – There will be a meeting Feb. 10 at 4:00 pm. We will present the proposal at the February meeting.
- c. Personnel – Met and will be taking thoughts to the finance committee at the Feb. 10<sup>th</sup> meeting.
- d. Policy - – Nothing to report

VI. **Wood River Public Library Foundation**

Nothing to report

VII. **Financial Matters**

- a. Approval of January 2023 Expenditure List
  - Motion – Karen Weber
  - Second – Mary Ann Crawford
  - Roll Call -

Nick Aguinaga	Y
Rhonda Breslin	
Mary Ann Crawford	Y
Stacy Tierney	Y
Steve Scroggins	Y
Sue Smith	

Cathi Stalcup	
Jennifer Trask	Y
Karen Weber	Y

b. Financial Statements

VIII. **Library Director's Report**

- We had a quick 3 question survey asking patrons about our selections. We've had around 40 people complete the survey at this point. Hoping to get at least 60 more responses.
- FEMA is here tonight. There are many people in our library.
- Nicolette had her baby on January 17.
- Lindsey met with Dr. Pat Anderson from Wood River/Hartford School District. Discussing starting a library at their middle school. He is willing to pay for the staff that it would take to run it.
- AARP will be back on Thursdays to offer free tax prep. This is by appointment only.
- We will be doing "Ask the Candidates" again this April prior to the upcoming election.

IX. **Unfinished Business**

- a. Create Ad Hoc Committee: Strategic Planning
  - o Tabling until the new fiscal year

X. **New Business**

- a. Sign maintenance agreement with Arrow Signs
  - o To approve 2 times per year at \$400/visit
    - Motion: Karen Weber
    - Second: Stacy Tierney

Nick Aguinaga	Y
Rhonda Breslin	
Mary Ann Crawford	Y
Stacy Tierney	Y
Steve Scroggins	Y
Sue Smith	
Cathi Stalcup	

Jennifer Trask	Y
Karen Weber	Y

- b. Discuss Stay Interview Questions
  - Rhonda shared several questions that she has used in the past.
  - Concern/question who would actually ask the questions of the staff
- c. Approve Personnel Policy: Employee Benefits
  - Adding Juneteenth as a holiday for staff (amended: Add Martin Luther King to the Policy as well)
    - Motion: Karen Weber
    - Second: Mary Ann Crawford
    - All in favor – motion passed
- d. Approve Hours of Operation Policy
  - Adding Juneteenth to the Operation Policy (Amended: Add Martin Luther King as well)
    - Motion: Karen Weber
    - Second: Steve Scroggins
    - All in favor – motion passed
- e. Discuss Utilitra contract
  - Go from remote service to on-site service and consolidate with the city
    - Motion: Karen Weber
    - Second: Steve Scroggins
    - All in favor – motion passed
- f. Discuss chapters 11 – end in Serving our Public 4.0 (Per Capita Grant Requirement)

XI. **Adjournment**

- a. Motion – Karen Weber
- b. Second – Mary Ann Crawford
- c. All in favor – Motion passed

Adjourn the meeting at 6:58 pm

**Approved by the Board of Trustees at the Regular Meeting on February 16, 2023.**

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***Nick Aguinaga***  
**Board President**

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***Jennifer Trask***  
**Board Secretary**

