

**Crab Orchard Public Library
Board of Trustees
Regular Meeting
February 20, 2024**

Call to Order: President Bonnie Kucharski called the Board of Trustees Regular Meeting to order at 6:02 p.m. Trustees present were Kucharski, Amanda Barker, Jennifer Galloway, and Fran Wachter. Library Director, Erin Steinsultz was also present. Anita Biver, Maria Brown, and Susan Rolf were absent.

Public Comment: There were no public comments.

Disposition of Minutes from Previous Meeting: Barker made a motion to approve the January 2024 minutes. Galloway seconded. Motion carried.

Communications: Longtime Carrier Mills/Stonefort librarian passed away. The director sent a card of condolences on the library's behalf.

Report of the Director: No additions were made to the Director's submitted written report.

Financial Report: The financial report was approved and is ready for audit. The tax warranty loan has been paid in full and the First Southern account has been closed.

Payment of Bills:

Invoice	Dollar Amount
Visa: Supplies, Van Oil Change, Subscriptions	\$627.52
Hoopla: Digital Materials for January	\$618.47
Amazon: Supplies, Books	\$622.25
Lazerware: Leasing and Maintenance	\$551.98
Baker & Taylor: Adult & Children Books	\$651.72
Know Buddy Resources: Children's Books	\$373.24
Snider McCree; Monthly services & Tax Document Prep	\$335.00

Barker made a motion to approve payment. Galloway seconded. Motion carried.

Unfinished Business:

- a) Programming: Stephanie Mall submitted her program report for January 2024. Calendar events for March will include our annual Trivia Night on March 2, 2024.
- b) Library District Demographics and Statistics: The director shared plat maps to which she identified and highlighted the Crab Orchard Public Library, Marion City Library, and Johnston City Library boundaries, as well as the surrounding school district boundary lines. The possibility of incorporating areas that are currently not being served by any library was discussed. The director will be contacting Johnston City's Lincoln Elementary about the possibility of including them in our Book Stop program. She will also be researching requirements and helpful suggestions to successfully propose and pass a referendum to expand the boundaries of a library district.
- c) Bookmobile Update:
 - i) Lisa Johnson submitted her report on the bookmobile and homebound delivery service. She has been following a library Bookmobile group to gain ideas and suggestions for enhanced outreach.
- d) Grant Applications Update: Unfortunately COPLD is not eligible for the Illinois State Library construction mini-grant due to monetary thresholds. The director will continue to investigate available grant opportunities.

New Business:

- a) Solar Power Estimate: The director received a packet of information and estimates from D&D Electric, LLC. The director will seek out additional bids to allow the board to make a more informed decision on this topic.
- b) Staff PTO Requests: Personnel requests were noted and discussed.
- c) Board Vacancy: Trustee Anita Biver submitted her resignation. Amanda Barker was appointed as temporary vice-president.
- d) Director's Goals/Evaluation: By June 2024, the director will have a final plan for the implementation of the COPLD survey. President Kucharski will be scheduling a formal evaluation meeting with the director.
- e) Other: Tabor Services provided proposals for Nuisance Wildlife Removal and Bird/Raccoon Control. No action was taken. The missing mailbox will need to be replaced since the Marion Post Office declined the request for an approved dismount by the rural mail carrier.

Closed Session: No closed session was held.

Adjournment: Barker made the motion to adjourn at 7:19 p.m. Galloway seconded. Motion carried.

