

Minutes of the Nauvoo Public Library Trustees Meeting January 15, 2024

The January 15, 2024 meeting of the Nauvoo Public Library Trustees was called to order at Nauvoo Community Center at 7:00 p.m. by President Rosie McKoon. Members present were: Rosie McKoon, Dianne Adkisson, Elaine Ferguson, Lisa Parker, Melissa Smith, Jim Hopp, Brenda Adkisson and Angela Zundel. Also present were staff members Amber Bevier and Alicia LeVesque.

Brenda made a motion with a second by Dianne to approve the agenda; motion carried.

Brenda made a motion with a second by Dianne to approve the minutes from the November 23, 2023 meeting; motion carried.

Treasurer Jim Hopp read the Treasurer's Report. A balance of \$53,992.79 was reported. Angela moved to approve the Treasurer's report, with a second by Lisa; motion carried.

Librarian's Report

Circulation for **November 2023 – 917**

Digital Circulation November 2023 –Libby: 86 Boundless: 62

Books borrowed from other libraries (transit to) Nov 2023 – 207

Books borrowed from our library (transit from) Nov 2023 – 138

Reciprocal Borrows - 5

Visitors to the library in November 2023 – 399/17 per day

Circulation for **December, 2023- 951**

Digital Circulation for December 2023-Libby:82 Boundless:100

Books borrowed from other libraries (transit to) Dec. 2023- 170

Books borrowed from our library (transit from) Dec. 2023- 90

Reciprocal Borrows- 6

Visitors to the library in December 2023- 414/17 per day

Old Business:

1. Welcome to our new board member, Melissa Smith (official in December)
2. Moving in to new location set for January 22, 2024
3. NASA in Nauvoo: Santa in Space- 11 attendees
4. Adam Woodworth Santa reading/ signing on December 28 4-6 p.m.-16 attendees
5. November raffle: \$78

New Business:

6. Ana Levesque- City treasurer, presented the library budget and utility information. We will have a smaller budget this year- \$48,000. We have not budgeted enough for our utilities in the past. Other costs have also exceeded our budget.

7. Budget Committee was created and will include Jim Hopp, Amber Bevier, Melissa Smith, and Angela Zundel. (Rosie also later joined). First meeting date TBD.

8. Per Capita Reading: "Serving Our Public 4.0 Standards for Illinois Public Libraries" was completed by board members.

d. Statements of Economic Interest forms handed out and filled out

e. NASA in Nauvoo Jan 20, 2023 at 2 p.m. in library activity room. Studying Gusto

Open Discussion

The Dungeons and Dragons club will be starting Thursday, January 25, 2024 at the library from 6-8 p.m. led by Alicia Levesque. Ages 14 & up. Meet every other Thursday night.

Movie night in February TBD

Book drop is coming soon

Discussion about potential senior activities

Movie concessions may become a way to raise funds

Visitor Discussion- 1 visitor present no discussion

Next Trustees Meeting – February 19, 2024 @ Nauvoo Public library in the Nauvoo Community

Center

Adjournment - Brenda made a motion to adjourn with a second by Mellissa. Motion carried. Meeting adjourned at 8:03 p.m.

Respectfully submitted,

Angela Zundel , acting Secretary

Minutes of the Nauvoo Public Library Trustees Meeting**August 21, 2023**

The August 21, 2023, meeting of the Nauvoo Public Library Trustees was called to order at Nauvoo City Hall at 7:00 p.m. by President, Rosie McKoon. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Jim Hopp, Rosie McKoon and Teri Siegfried. Also present were staff members Amber Bevier and Alicia LeVesque.

Dianne made a motion with a second by Elaine to approve the agenda; motion carried.

Brenda made a motion with a second by Teri to approve the minutes from the July, 2023, meeting; motion carried.

Treasurer Jim Hopp, read the Treasurer's Report for June and July.

A balance of \$34,275.03 was reported for June. Brenda moved to approve the June Treasurer's report, with a second by Dianne; motion carried.

A balance of \$58,431.24 was reported for July. Elaine moved to approve the July Treasurer's report, with a second by Teri; motion carried.

Librarian's Report

Circulation July 2023 – 1247

Digital Circulation July 2023 – Libby: 73 Axis 360: 23

Books borrowed from other libraries (transit to) July 2023 – 170

Books borrowed from our library (transit from) July 2023 – 120

Reciprocal Borrows - 15

Visitors to the library in July 2023 – 824/36 per day

In Person Story Time Attendance: Adults: 7 Children: 21

Old Business:

- a. Summer Reading t-shirts are in, and Alicia will pick up.
- b. Getting newspapers online – Bonnie Trapp
No report
- c. Strange World showing – 19 people, \$111
- d. Super Mario Brothers showing – 51 people, \$34
- e. Hotspot Grants – Amber is still looking

New Business:

- a. Tax deposit received - \$28,630.36
- b. Axis 360 turning into Boundless in late September
- c. September movie ideas? Mama Mia
- d. Wizard of Oz showing for Scarecrow Festival: October 7th, 2:30
- e. Library Scarecrow: Zero from Nightmare Before Christmas
- f. “NASA in Nauvoo” Programs with Solar System Ambassador, Melissa Smith: September 16th, October 21st, November 18th, December 2nd at City Hall.
- g. New hire for backup aide: Rebecca Bodily
- h. Amber on vacation: September 20 – October 10th

Update from Nauvoo Community Center Capital Campaign Committee

-6 bids were received for landscaping. Laverdiere Construction, McComb, Ill, won the bid at \$360,000. Work to include groundwork, concrete and exterior lighting. Work will begin once the contract is signed and be completed in 120 days.

- John McCarty is doing inside and outside signs.

- Appliances have been chosen for the kitchen, from Beckmans in West Burlington, and include 36” refrigerator/freezer, stove and microwave.

Open Discussion

None

Visitor Discussion

None

Next Trustees Meeting – September 18, 2023 @ 7 p.m.

Adjournment - Brenda made a motion to adjourn with a second by Dianne. Motion carried.

Respectfully submitted,

Patricia Haigh

Minutes of the Nauvoo Public Library Trustees Meeting

February 27, 2023

Call to Order – The February 27, 2023 meeting of the Nauvoo Public Library Trustees was called to order at Nauvoo City Hall at 7:00 PM by Elaine Ferguson. Members present were Dianne Adkisson, Patricia Haigh, Teri Siegfried, Elaine Ferguson, Jim Hopp, Brenda Adkisson, and Julie Johnson was present by phone. Also present were staff members Amber Bevier and Alicia LeVesque.

Approval of the Agenda – Dianne made a motion and Teri seconded to approve the agenda. Motion carried.

Approval of the Minutes from January 2023 and Special Meeting January 30th, 2023. Patty made a motion to approve the minutes from January 2023. Dianne seconded. Motion carried. Dianne made a motion to approve the minutes from the Special Meeting January 30th, 2023. Teri seconded. Motion carried.

Treasurer's Report – Jim Hopp reported a balance of \$55,446.86. Dianne moved we accept the Treasurer's Report. Teri seconded. Motion carried.

Librarian's Report-

Circulation January 2023 – 747
Digital Circulation January 2023 – Overdrive/Libby: 27 Axis 360: 19
Renewal from RSA catalog - 17
Books borrowed from other libraries (transit to) January 2023 – 314
Books borrowed from our library (transit from) January 2023 – 173
Reciprocal Borrows - 5
Visitors to the library in January 2023 – 393/25 per day
In Person Story Time Attendance: Adults: 7 Children: 15

Old Business – Per Capita – Completed. Amber reported that the Per Capita Grant had been completed and turned in.

Minutes of the Nauvoo Public Library Trustees Meeting

SPECIAL MEETING January 30, 2023

The January 30th, 2023 special meeting of the Nauvoo Public Library Trustees was called to order at Nauvoo City Hall at 7:00 p.m. by President, Rosie McKoon. Members present were: Elaine Ferguson, Patricia Haigh, Rosie McKoon, Sandy Weimann, Dianne Adkisson and Brenda Adkisson. Also present was staff member Amber Bevier.

Dianne made a motion with a second by Elaine to approve the agenda; motion carried.

New Business:

- a. National Holidays – Amber reported that the library must close for all 11 national holidays from here on out.
- b. Chose Levy Percentage – We decided to levy for 5%.
- c. Approve Budget – Dianne Adkisson made a motion to approve the 2024 budget. Seconded by Sandy Weimann; motion carried.
- d. Next Meeting – February 27th- Amber reported that the next normally scheduled board meeting would fall on a national holiday, so the February board meeting will be held on February 27th.

Open Discussion

None.

Visitor Discussion

None.

Next Trustees Meeting – February 27th, 2023 @ 7 p.m.

Adjournment - Dianne made a motion to adjourn with a second by Sandy. Motion carried. Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Patricia Haigh

Minutes of the Nauvoo Public Library Trustees Meeting

January 16, 2023

**Call to Order - The January 16, 2023 meeting of the Nauvoo Public Library
Trustees**

**was called to order at Nauvoo City Hall at 7:00 p.m. by President, Rosie
McKoon.**

**Members present were Dianne Adkisson, Rosie McKoon, Teri Siegfried,
Sandy**

**Wiemann, and Elaine Ferguson. Julie Johnson was present via phone. Also
present**

were staff members, Amber Bevier and Alicia LeVesque.

**Approval of the Agenda - Dianne made a motion and Teri seconded to
approve the**

agenda: motion carried.

**Approval of the Minutes from the November, 2022 meeting - Teri made a
motion to**

**approve the November, 2022 minutes. Elaine seconded the motion. Motion
carried.**

**Treasurer's Report - Sandy reported a balance of \$64,635.20 for November.
Teri**

**moved and Dianne seconded to approve the Treasurer's November report.
Motion**

**carried. Sandy reported a balance of \$59,871.81 for December. Elaine moved
to**

approve the December report, and Teri seconded. Motion carried.

Librarian's Report - Amber reported the following:

Circulation November, 2022 - 788

Digital Circulation November 2022 - Overdrive/Libby: 49 Axis 360: 54

Renewal from RSA catalog 48

Books borrowed from other libraries (transit to) November 2022 - 296

Books borrowed from our library (transit from) November 2022 - 115

Reciprocal Borrows - 10

Visitors to the library in November 2022 - 424/18 per day

In Person Story Time Attendance: Adults: 10 Children 23

Circulation December 2022 - 667

Digital Circulation December 2022 - Overdrive/Libby: 56 Axis 360: 5

Renewal from RSA catalog - 12

Books borrowed from other libraries (transit to) December 2022 - 229

Books borrowed from our library (transit from) December 2022 - 105

Reciprocal Borrows - 3

Visitors to the library in December 2022 - 383/15 per day

In Person Story Time Attendance: Adults 4, Children: 12

Old Business -

a. Amber reported from the Library Furniture Account (from City Hall)

Money IN - \$145,258.10

Money OUT -145,803.10

b. Library Furniture Installation - Henriksen is done.

c. Christmas Movie - Was held December 17th, Jason Skog was Santa, we had 94

attendees, donations of \$68.

d. Per Capita - Amber reported that she is not finished yet. She will be finished by

the end of January.

e. Building Completion - Amber is guessing we will be able to move in by spring.

New Business

a. Historical Society Online Catalog - Amber reported that the Historical Society

approached her and want to use our online catalog. Amber checked with RSA

and as yet has not received an answer.

b. Lutheran Church - Amber reported that we received a \$5,000 donation from the

sale of the Lutheran Church. Dianne moved and Elaine seconded a motion to deposit it in the building Savings Fund. Motion carried.

c. Movement of money - Amber suggested we move \$545 from Savings to City Building Fund to pay our second installment to Henriksen. Dianne moved and

Elaine seconded a motion to do so. Motion carried.

d. Drop Box - Amber reported that she is still researching Drop Boxes. We decided

to purchase the Koala Care changing table and toddler seat.

e. New Backup Aide - Amber reported that our current backup aide is not going to

be as available as she has been. So Amber is looking into hiring a new backup

aide.

f. February movie - Amber reported that the Library will be having a Valentine movie

February 11th at 2:00.

Update from Nauvoo Community Center Capital Campaign Committee

Elaine reported that she has no report.

Open for Discussion

Amber reported that Jim and Patti will work on the Budget Committee. She asked

for one more volunteer. Rosie volunteered.

Amber reported that the next Board Meeting will be Feb. 29, 2023 at 7:00 p.m.

Adjournment - Sandy moved and Teri seconded a motion for adjournment. Meeting

adjourned at 7:33 p.m.

Respectfully submitted,

Elaine Ferguson

Minutes of the Nauvoo Public Library Trustees Meeting

October 17, 2022

The October 17, 2022, meeting of the Nauvoo Public Library Trustees was called to order at Nauvoo City Hall at 7:00 p.m. by President, Rosie McKoon. Members present were: Brenda Adkisson, Elaine Ferguson, Patricia Haigh, Jim Hopp, Julie Johnson, Rosie McKoon Teri Siegfried and Sandy Wiemann. Also present were staff members Amber Bevier and Alicia LeVesque.

Brenda made a motion with a second by Terri to approve the agenda; motion carried.

Patty made a motion with a second by Sandy to approve the minutes from the September 19, 2022 meeting; motion carried.

Treasurer Jim Hopp read the Treasurer's Report. A balance of \$69,185.65 was reported. Brenda moved to approve the Treasurer's report, with a second by Terri; motion carried.

Librarian's Report

Circulation September 2022 – 924

Digital Circulation September 2022 – Overdrive/Libby: 31 Axis 360: 120

Renewal from RSA catalog - 37

Books borrowed from other libraries (transit to) September 2022 – 288

Books borrowed from our library (transit from) September 2022 – 135

Reciprocal Borrows - 5

Visitors to the library in September 2022 – 482/19 per day

In Person Story Time Attendance: Adults: 6 Children: 15

Old Business:

A. Paid from Library Furniture Account:

-Hendricksen first half: \$69,776.55

-Hopp's Computers & More: \$6,250.00 (Jim reported that he has not yet received this check. Amber will check with Nauvoo City Hall.)

-Total so far: \$76,026.55

-Remaining in account: \$53,973.45

B. Move money from Savings to City Library Furniture Account - Table until needed

New Business:

A. Hocus Pocus Movie - 43 people, \$21 in donations

B. Put Donations from Sales/Programs/Mary Logan Memorial into Furniture account?

There has been a total of \$1465 donated in memory of Mary Logan. Brenda suggested more discussion, to include Mary's family, regarding spending of that money.

Brenda made a motion with a second by Terri to deposit any money from sales/programs into the furniture account; motion carried.

C. Building Completion - Around end of November

D. Closing the library during the move - probably 1 week. It was the overall consensus of the board members present that closing for 2 weeks is a more realistic time.

E. Per Capita Homework - Serving Our Public 4.0 Reading - Due on November meeting.

F. Pumpkin Walk Activities - October 29th:

- Sale at old school gym from 3PM until 9PM

- Michael Haas showing "spooky shorts" at Kraus' Theatre - Library is sponsoring.

- Fortune Teller using library building

G. Christmas Move - Amber will choose a Santa movie and will reach out to Rita Allen to borrow a Santa costume. She will be looking for a Santa volunteer to pass out treats.

Update from Nauvoo Community Center Capital Campaign Committee

Elaine reported:

- approved Handicapped door (push button)

- City Council will pay for parking and landscaping

- Revenue from the Sneak Preview was \$1270.

- Anna Le Vesque will follow up on grants previously written by Larry Nicholl.

- Grand opening date TBD

- Kathy Nelson has donated \$4000 to a Memorial Garden in memory of Durrell.

- Site plan not yet complete

- Grant money has/will be received as follows:

 - 30% at beginning of construction (received)

30% during construction

30% at completion of construction

10% at total completion

-It has not yet been decided who will make decisions regarding things such as scheduling events, janitorial duties, signage when NCCCCC disbands. City will have ownership of the facility.

Brenda advised that there is no plan to sell the current City Offices property other than perhaps the current library building.

Open Discussion

None

Visitor Discussion

None

Next Trustees Meeting - November 21, 2022 @ 7 p.m.

Adjournment - Brenda made a motion to adjourn with a second by Elaine. Motion carried. Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Julie Johnson, Secretary

Minutes of the Nauvoo Public Library Trustees Meeting

September 19, 2022

The September 19, 2022, meeting of the Nauvoo Public Library Trustees was called to order at Nauvoo City Hall at 7:00 p.m. by President, Rosie McKoon. Members present were: Elaine Ferguson, Patricia Haigh, Jim Hopp, Julie Johnson, Rosie McKoon and Teri Siegfried. Also present were staff members Amber Bevier and Alicia LeVesque.

Patty made a motion with a second by Elaine to approve the agenda; motion carried.

Elaine made a motion with a second by Terri to approve the minutes from the August, 2022 meeting; motion carried.

Patty made a motion with a second by Terri to approve the minutes from the Special meeting held on August 30, 2022; motion carried.

Treasurer Jim Hopp read the Treasurer's Report. A balance of \$58,142.47 was reported. Elaine moved to approve the Treasurer's report, with a second by Patty; motion carried.

Librarian's Report

Circulation August 2022 – 1097

Digital Circulation August 2022 – Overdrive/Libby: 34 Axis 360: 48

Renewal from RSA catalog - 30

Books borrowed from other libraries (transit to) August 2022 – 266

Books borrowed from our library (transit from) August 2022 – 121

Reciprocal Borrows - 6

Visitors to the library in August 2022 – 601/22 per day

In Person Story Time Attendance: Adults: 7 Children: 22

Old Business:

A. Book Sale - The sale held on Saturday, September 17, brought in a total of \$207.

Next sale is planned for Pumpkin Walk Saturday in October.

New Business:

A. Tax Deposit received: \$12,653.18. This is not reflected in tonight's Treasurer's report, but will show in October.

B. Illinois Municipal Retirement Fund

1. The Nauvoo City Budget has been amended to include the IMRF expense (\$3,500).

2. The Library is not responsible for holding Truth in Taxation meeting. The Library falls under the larger umbrella of the City of Nauvoo. Elaine made a motion to accept the amended budget with a second by Terri; motion carried

C. Donation from Chuck Gilbert and Karen Ihrig Gilbert received: \$15,000. Deposit made to City Library Furniture account.

D. Donation from Tom and Elaine Furgeson received: \$10,000. Deposit made to City Library Furniture account.

E. Approve final floor plan and furniture quote.

The final quote from Hendricksen, for library shelving and furnishings is: \$139,553.10

There was discussion regarding the increase of \$9,628 from the quote discussed on Aug. 22, and the fact that to date the actual donation from Chuck Gilbert and Karen Ihrig Gilbert is \$15,000 (not \$30,000 as expected). Following this discussion, a motion to approve was made by Patty, with a second by Elaine. Julie Johnson opposed. Motion carried.

(Following the approval of the motion, a call was made to Karen Ihrig where it was learned that Karen has mailed a check for \$15,000 to be used for Library furnishings.)

Rosie McKoon will sign the Hendricksen quote.

F. Book Drop and Changing Station - These are separate items from the Hendricksen quote, and will be addressed at a later date.

G. Quote for Computers - Hopp's Computers & More

After reviewing the quote and hearing Jim's recommendations, the following were decided upon.

HP EliteDesk 800 G8 Micro - \$810 ea. - 6 of these - \$4,860

HP V27i 27" FHD Monitor - \$175 ea. - 6 of these - \$1,050

Microsoft Office 365 Family - up to 6 accounts for \$99.99/year

Terri made a motion to approve purchase of 6 computers, 6 monitors and the Microsoft Office 365 Office package. Patty made a second to the motion. Motion carried.

H. Move money from Savings to City Library Furniture Account

Hendricksen will require a 50% deposit on the shelving and furniture before placing the order, but there is enough in the account to cover that. This will allow for some discussion as to which accounts and C/Ds can/should be moved. It was decided to table until next meeting.

Update from Nauvoo Community Center Capital Campaign Committee

Elaine reported on the Sneak Peek held on September 17. There were 73 visitors to the new facility. Many commented with "Wow! This is bigger than I expected!" The only negative remarks heard were in regard to the size of the office for the City Marshall.

Open Discussion

Amber can still use more boxes for packing for the Library move.

Visitor Discussion

Domimique Prete was present and complimented Amber on the terrific job that she is doing. Dominique expressed her opinion that the Library Board does not do enough to support Amber and that she should ask for help.

Next Trustees Meeting - October 17, 2022 @ 7 p.m.

Adjournment - Patty made a motion to adjourn with a second by Terri. Motion carried. Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Julie Johnson, Secretary

**Minutes of the Nauvoo Public Library Trustees
Special Meeting
August 1, 2022**

On August 1, 2022, a special meeting of the Nauvoo Public Library Trustees was called to order at Nauvoo City Hall at 5:30 p.m. by President, Rosie McKoon. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Julie Johnson, Rosie McKoon, Teri Siegfried and Sandy Wiemann. Also present were staff members Amber Bevier and Alicia LeVesque.

Dianne moved and Elaine seconded approval of the agenda; motion carried.

New Business:

A. New Floor Plan Discussion - Amber presented the newest rendering of the preferred floor plan for the new library, including renderings for the Library Activity Room and Storage Room. These renderings show the Circulation Desk and have taken into consideration some seating areas as well as more accurate placement of windows. There were good questions and comments. Amber will go back to Hendricksen with several questions for clarification. It was the general consensus of those present that this rendering has the most potential.

Open Discussion

None

Visitor Discussion

None

Next Trustees Meeting - August 15, 2022 @ 7 p.m.

Adjournment - Brenda made a motion to adjourn with a second by Teri. Motion carried. Meeting adjourned at 6:15 p.m.

Respectfully submitted,
Julie Johnson, Secretary

**Minutes of the Nauvoo Public Library Trustees Meeting
July 18, 2022**

The July 18, 2022, meeting of the Nauvoo Public Library Trustees was called to order at Nauvoo City Hall at 7:00 p.m. by President, Rosie McKoon. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Julie Johnson, Rosie McKoon and Sandy Wiemann. Also present were staff members Amber Bevier and Alicia LeVesque.

Brenda moved and Patty seconded approval of the agenda; motion carried.

Dianne moved and Elaine seconded approval of the minutes from the June meeting; motion carried.

In the absence of Treasurer Jim Hopp, the Treasurer's Report was read by Dianne. A balance of \$70,241.27 was reported. Brenda moved to approve the Treasurer's report, with a second by Elaine; motion carried.

Librarian's Report

Circulation June 2022 – 1376

Digital Circulation June 2022 – Overdrive/Libby: 24 Axis 360: 0

Renewal from RSA catalog - 35

Books borrowed from other libraries (transit to) June 2022 – 252

Books borrowed from our library (transit from) June 2022 – 108

Reciprocal Borrows - 4

Visitors to the library in June 2022 – 786/31 per day (This nice increase due to Summer Reading Program.)

Facebook Story Time Attendance: 3 videos: 450 views

In Person Story Time Attendance: Adults: 21 Children: 78

Old Business:

A. Book Sale - No next date set, still going through books.

B. Pageant Concessions Volunteering - Library is not participating due to lack of volunteers.

C. Painting Program: 3 people

New Business:

A. Upcoming Movie: Jungle Cruise on July 30th @ 2:00

B. Per Capita Award Letter received: \$1401.25.

C. Library Shelf Rendering: Hendricksen has been hired to do everything from initial drawings to final assembly. Amber shared 3 renderings prepared by Hendricksen. There was some discussion. No final decisions have been made. More to come.

Update from Nauvoo Community Center Capital Campaign Committee

Dianne reported that there will be a meeting on Thursday, July 21, at 4:00PM to decide on exterior color and to select the exterior stone. All are invited to attend.

Open Discussion

Brenda advised that the City of Nauvoo passed IMRF (Illinois Municipal Retirement Fund) for city employees. Amber will check to see if the library needs to do anything in taxation meetings or if City Hall will be covering that.

Visitor Discussion

None

Next Trustees Meeting - August 15, 2022 @ 7 p.m.

Adjournment - Brenda made a motion to adjourn with a second by Dianne. Motion carried. Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Julie Johnson, Secretary

Minutes of the Nauvoo Public Library Trustees Meeting May 16, 2022

The May 16, 2022, meeting of the Nauvoo Public Library Trustees was called to order at Nauvoo City Hall at 7:00 p.m. by President, Patricia Haigh. Members present were: Branda Adkisson, Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Jim Hopp, Julie Johnson, Rosie McKoon, Teri Siegfried and Sandy Wiemann.

Also present were staff members Amber Bevier and Alicia LeVesque.

Dianne moved and Sandy seconded approval of the agenda; motion carried.

Brenda moved and Teri seconded approval of the minutes from the March meeting; motion carried.

The Treasurer's report was read by Treasurer Sandy Wiemann. A balance of \$52,148.65 was reported. Rosie moved to approve the Treasurer's report, with a second by Brenda; motion carried.

Librarian's Report

Circulation April 2022 – 905

Digital Circulation April 2022 – Overdrive/Libby: 28 Axis 360: 60

Renewal from RSA catalog - 30

Books borrowed from other libraries (transit to) April 2022 – 267

Books borrowed from our library (transit from) April 2022 – 102

Reciprocal Borrows - 5

Visitors to the library in April 2022 – 498/19 per day

Facebook Story Time Attendance: 2 videos: 271 views

In Person Story Time Attendance: Adults: 10 Children: 22

Old Business:

A. Hotspots; Pre-Paid for two years, with a total of \$1,415.52 grant money being spent. Amber advised that as of yet there has been no usage of the hotspots. She is going to put up some signs to promote usage.

Amber also reported that there has been limited usage of the Kindles. Brenda suggested that the library might offer some training on these devices in order to promote better usage. Jim asked if device passwords were displayed on these devices. Amber assured that they are.

B. New Library furniture - Amber advised that it is time to evaluate the need for new library furniture pending completion of the new building this fall. Suggested that this be an agenda item for June, 2022, meeting.

Prior to moving to new business, the new slate of officers assumed their duties.

President - Rosie McKoon

Vice President - Elaine Ferguson

Secretary - Julie Johnson

Treasurer - Jim Hopp

Dianne Adkisson expressed everyone's thanks to the previous officers for their hard work and dedication to their positions as officers of the Nauvoo Public Library Trustees.

New Business:

A. Online Library Certification is complete.

B. Revise Bylaws - term limits for officers. After some discussion for complete understanding by the Trustees, it was suggested to revise the verbiage for clarification.

“The library board shall elect a President, Vice President, Secretary and Treasurer from members of the board. Election to be held each April. Office term shall be for one year. Term limits for holding office shall be two consecutive years. Such a motion was made by Brenda and seconded by Patty. Motion carried.

C. Tile or carpet in new library activity room. After some discussion, Dianne made a motion to request tile floors in the new library activity room. Second was made by Brenda. Motion carried.

D. Cameras in the library - Amber reported that there are no rules regarding security cameras in the library, but that there must be a policy in place if cameras are installed. After some discussion Dianne made a motion that security cameras be installed in the new library, with policy discussion to follow. Elaine seconded the motion; motion carried.

Update from Nauvoo Community Center Capital Campaign Committee

Dianne reported that the ground breaking ceremony is scheduled for Friday, May 20, at 6 p.m. There will be journalists from several area newspapers and TV stations present for the occasion. Brenda suggested that personal invitations be sent to Nauvoo City Council Members. Dianne reported that the builder has promised to post progress on a special website.

Open for Discussion

None

Visitor Discussion

None

Next Trustees Meeting - June 20, 2022 @ 7 p.m.

Adjournment - Patty made a motion to adjourn with a second by Terri. Motion carried. Meeting adjourned at 7:26 p.m.

Minutes of the Library Board Meeting April 18, 2022

The April 18, 2022 Library Board Meeting was called to order at City Hall at 7:00 p.m. by

President Patricia Haigh. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine

Ferguson, Patricia Haigh, Julie Johnson, Rosie McKoon, Teri Siegfried, and Sandy Wiemann.

Also present were staff members Amber Bevier, and Alicia LeVesque.

Dianne moved and Sandy seconded approval of the agenda; motion carried.

Brenda moved and Rosie seconded approval of the March 2022 minutes; motion carried.

**The treasurer's report was read by Sandy: a balance of \$57,711.57.
Brenda moved to approve
the treasurer's report. Dianne seconded the motion. Motion carried.**

Librarian's Report:

Circulation March 2022 - 850

Digital Circulation March 2022 — Overdrive: 54 and Axis 360: 30

Renewal from RSA catalog - 82

Books borrowed from other libraries (transit to) March 2022 — 354

Books borrowed from our library (transit from) March 2022 — 147

Reciprocal Borrows - 6

Visitors to the library in March 2022 — 469/17 per day

Facebook Story Time Attendance: 5 videos: 863 views

In Person Story Time Attendance: Adults: 12 Children 23

Old Business:

- a. Disaster Plan — Amber reported that she has completed the plan.
She distributed the
Disaster Plan to each board member.**

New Business:

- a. Election of Officers - Patti and Teri reported the following slate:**

President - Rosie

Vice President - Elaine

Secretary - Julie

Treasurer - Jim

**Dianne moved and Brenda seconded to accept the slate of officers as
presented. Motion
carried.**

**Minutes of the Library Board Meeting
March 21, 2022**

The March 21, 2022 Library Board Meeting was called to order at City Hall at 7:10 p.m. by President Patricia Haigh. Members present were: Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Jim Hopp, Rosie McKoon, Teri Siegfried, and Sandy Wiemann. Also present were staff members Amber Bevier and Alicia LeVesque.

Dianne moved and Rosie seconded approval of the agenda; motion carried.

Dianne moved and Terri seconded approval of the February 2022 minutes; motion carried.
Rosie moved and Dianne seconded approval of the March 14, 2022 Special Meeting minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$62,562.07. Dianne moved to approve the treasurer's report. Terri seconded the motion. Motion carried.

Librarian's Report:

Circulation February 2022 - 696

Digital Circulation February 2022 — Overdrive: 22 and Axis 360: 4

Renewal from RSA catalog - 65

Books borrowed from other libraries (transit to) February 2022 — 216

Books borrowed from our library (transit from) February 2022 — 103

Reciprocal Borrows - 5

Visitors to the library in February 2022 — 295/13 per day

Facebook Story Time Attendance: 4 videos: 564 views

Old Business:

- a. Safety Plan — Amber reported that she will have it ready at the April meeting.

New Business:

- a. Create Nominating Committee - Elections in April - Patti and Terri volunteered to be the nominating committee.
- b. Approve Non-Resident Fee - Amber reported that the fee for non-residents has increased to \$178 per year and \$89 per 6 months. Dianne moved and Sandy seconded a motion to to raise the fees. Motion carried.
- c. Nauvoo Betterment Association Potential Donation — Amber reported that NBA asked the library board to create a wishlist of things they could purchase for us. Amber thought of a projection screen and a whiteboard. She asked board members to think about other items.
- d. COVID relief grant — Amber reported that she is going to go ahead and pay for two years of hotspot service using the grant.
- e. Library Board Brick Donation — Dianne suggested that the board members buy a brick for the Community Center in honor of librarians past and present. Board members agreed. Dianne will contact us when she knows the amount each board member will owe toward the brick donation.
- f. Approve Budget - The Budget Committee the new budget starting May 1. Elaine moved to accept the budget as presented. Terri second. Motion carried.

Update from Nauvoo Community Center Capital Campaign Committee:

Elaine and Dianne reported that NC5 made a few changes on the building: a larger portico, aluminum doors, water fountain. A sub-committee was created to plan a groundbreaking ceremony.

Open for Discussion

None

Visitor Discussion

None

Next Board Meeting - April 18, 2022 at 7:00 p.m.

Adjournment - Sandy moved and Rosie seconded motion to adjourn. Meeting adjourned at 7:32 p.m.

Respectfully submitted,
Elaine Ferguson, Secretary

**Minutes of the Special Library Board Meeting
March 14, 2022**

**The March 14, 2022 Special Library Board Meeting was called to order
at City Hall at 7:00 p.m.**

**by President Patricia Haigh. Members present were: Dianne Adkisson,
Elaine Ferguson,
Patricia Haigh, Jim Hopp, Rosie McKoon, Teri Siegfried, and Sandy
Wiemann. Julie Johnson
was present by telephone. Also present were staff members Amber
Bevier and Alicia
LeVesque.**

**Dianne moved and Rosie seconded approval of the agenda; motion
carried.**

New Business:

a. Finalize New Building Floor Plan

The following is Amber's notes:

Library Floor Plan

Bottle Filling Station – Along the wall the library shares with its family style bathroom, the

library would like one of those modern fountains where people can refill water bottles. We don't want one that is a water fountain/bottle refiller combination, but one that is just a bottle refiller.

Either way, if one can be placed on that wall, we would appreciate it. If there is an issue with

pipng water to this spot, we are fine with one anywhere where water can be conveniently piped,

either in the library itself or in the entry lobby if necessary.

Electrical Outlets: Unless otherwise noted, the library would like (preferably white) electrical

outlets spaced 10 feet apart (or in an equal distance so there are 4 on each wall) around the walls

of the library main area, except for the bottom wall, which is described under Outlets/Network

Jacks (Internet Hookups). We would like around 8 outlets in the Library Activity Room, evenly spaced. We would like around 2 Outlets in the Library Storage Room.

We would like around 2 in the Library's Restroom (preferably GFCI outlets, I'm told). If possible, we would like them all to be combination electrical outlets with USB ports, for ease of charging devices for both staff and

patrons (apart from the bathroom outlets). We are fine NOT having outlets in the floors. A few

things of note, however:

- Outlets/Network Jacks (Internet Hookups): My tech/computer man suggests that the**

outlets along the bottom wall (as noted in the map) be combination outlets/network jacks. There should be one for each computer in this area plus our copier, totaling 8 in all along that wall.

Likewise, we would like a few combination outlets/network jacks on the far wall and a few in the

Library Activity Room as well, just in case we decide to add a something over there for

children's devices in the future.

- **Raised Outlets: If possible, we would like the 6 network jack/outlets in the computer area**

(marked on map) to be raised to about table height, for ease of plugging in computers and so we don't have to run cords a further distance than necessary.

Telephone Hookups: We only need a telephone hookup near the circulation desk, as any other

phones in the library will be wireless from the one base phone line.

Similarly, our copier also

serves as a fax machine, so will need the appropriate hookup as well.

I've marked the general

location we will be putting the phone/fax machine, so please help us place hookups accordingly.

Doors/Windows: The library is fine with the door/window setup as outlined to us. We definitely want the emergency exit (door straight from the outdoors) to be half glass only, but otherwise we

have no preference.

Open for Discussion

None

Visitor Discussion

None

Next Board Meeting - March 21, 2022 at 7:00 p.m.

Adjournment - Dianne moved and Sandy seconded motion to adjourn.

Meeting adjourned.

Respectfully submitted,

Elaine Ferguson, Secretary

Minutes of the Library Board Meeting February 21, 2022

The February 21, 2022 Library Board Meeting was called to order at City Hall at 7:10 p.m. by President Patricia Haigh. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Jim Hopp, Rosie McKoon, Teri Siegfried, and Sandy Wiemann. Also present were staff members Amber Bevier and Alicia LeVesque.

Dianne moved and Brenda seconded to amend the agenda so Mike Boley could speak; motion carried. Mike informed the board members about IMRF (Illinois Municipal Retirement Fund). He informed the board that we would have no option if the City votes to approve for employees.

Based on hours worked, Amber would be eligible at a cost to the library of approximately \$3,000 annually. We could levy a tax increase to cover it.

Brenda moved and Sandy seconded approval of the January 2022 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$66,495.09. Brenda moved to approve the treasurer's report. Rosie seconded the motion. Motion carried.

Librarian's Report:

Circulation January 2022 - 639

Digital Circulation January 2022 — Overdrive: 35 and Axis 360: 26

Renewal from RSA catalog - 66

Books borrowed from other libraries (transit to) January 2022 — 217

Books borrowed from our library (transit from) January 2022 — 104

Reciprocal Borrows - 16

Visitors to the library in January 2022 — 305/13 per day

Facebook Story Time Attendance: 4 videos: 469 views

Old Business:

- a. Hotspots: Amber reported the Hotspots are finally out. She posted on Facebook and will write an article for the Nauvoo Newsletter.
- b. Safety Plan: Amber reported she will have it completed by the next meeting.
- c. Safety Deposit Box - Amber reported she opened it, and she found two copies of old safety plans and the bank book from when Gaby opened the library's building savings account.
- d. Per Capita - Amber reported it is completed. The population decrease 1149 — 950.

New Business:

- a. Mike Boley - See above.
- b. Statements of Economic Interest - Amber distributed these papers and announced that the questions are new this year. Board members discussed and had questions. Amber is going to call the County Clerk and seek answers.
- c. Create Budget Committee - Dianne, Patty, Sandy and Jim agreed to meet before the March meeting.
- d. Movies in Grandpa John's again - Amber reported the theater has been renovated and is ready for the library to show movies there again.
- e. In Person Story Time - Amber reported Elaine thinks we can get back to in-person Story Time again. She suggested we start again March 1. Board agreed.

Update from Nauvoo Community Center Capital Campaign Committee:

Elaine and Dianne reported that NC5 has 2 bids, both of which are within the budget. The Valentine Dinner was a success.

Open for Discussion

The board discussed lifting the mask mandate at the library at the end of February.

The board also discussed a floor plan for electricity outlets in the new library.

Visitor Discussion

None

Next Board Meeting - March 21, 2022 at 7:00 p.m.

Adjournment - Brenda moved and Dianne seconded motion to adjourn. Meeting adjourned at 7:43 p.m.

Respectfully submitted,
Elaine Ferguson, Secretary

Minutes of the Library Board Meeting

January 17, 2022

The January, 2022 Library Board Meeting was called to order at City Hall at 7:10 p.m. by

President Patricia Haigh. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine

Ferguson, Patricia Haigh, Jim Hopp, Rosie McKoon, Teri Siegfried, and Sandy Wiemann. Julie

Johnson was present by telephone. Also present were staff members Amber Bevier and Alicia LeVesque.

Brenda moved and Dianne seconded approval of the agenda; motion carried. Brenda moved and Rosie seconded approval of the November 2021 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$66,271.39.

Dianne moved to approve the treasurer's report. Teri seconded the motion. Motion carried.

Librarian's Report:

Circulation November 2021 - 688

Digital Circulation November 2021 — Overdrive: 25 and Axis 360: 42

Renewal from RSA catalog - 54

**Books borrowed from other libraries (transit to) November 2021 —
226**

**Books borrowed from our library (transit from) November 2021 — 110
Reciprocal Borrows - 14**

Visitors to the library in November 2021 — 327/13 per day

Facebook Story Time Attendance: 4 videos: 526 views

Circulation December 2021 - 464

Digital Circulation December 2021 - Overdrive: 32 and Axis 360: 10

Renewal from RSA catalog - 17

Books borrowed from other libraries (transit to) December 2021 - 174

Books borrowed from our library (transit from) December 2021- 104

Reciprocal Borrows - 6

Visitors to the library in December 2021 - 300/12 per day

Facebook Story Time Attendance: 5 videos: 598 views

Old Business:

- a. December Adult Coloring Contest Fundraiser - Attendance: 11 -
Money Raised: \$55
- b. December Gift Wrapping Fundraiser - Attendance: 5 - Money
Raised: \$93
- c. Merrymaking on Mulholland Scavenger Hunt - Attendance: 66
- d. Hotspots: Amber reported that they have arrived and will be ready
sometime this week
- e. RSA for ebooks - Amber reported the \$1,000 donation went
through.

New Business:

- a. Mike Boley - IMRF: Amber reported that Mike will be speaking to
the board at the
February meeting.
- b. Patty's mom - Brenda moved that the board buys a book for the
library in memory of
Patty's mom. Rosie seconded. Motion carried.
- c. Safety Plan - The board reviewed and updated the Off-Site Services
to Be Called (if

needed) portion of the Nauvoo Public Library Disaster Plan 2022.
d. Address - Amber asked board members to check her list of current
board members'
addresses.

**Update from Nauvoo Community Center Capital Campaign
Committee:**

**Elaine and Dianne reported that the committee met and discussed
the bidding process is
underway. Also they reported about a Valentine's Day fundraiser and
a possible Art fundraiser.**

Open for Discussion

None

Visitor Discussion

None

Next Board Meeting - February 21, 2022 at 7:00 p.m.

Adjournment - Brenda moved and Sandy seconded motion to adjourn.

**Meeting adjourned at
7:43 p.m.**

**Respectfully submitted,
Elaine Ferguson, Secretary**

**Minutes of the Library Board Meeting
November 15, 2021**

The November, 2021 Library Board Meeting was called to order at City Hall at 7:00 p.m. by Vice President Rosie McKoon. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Jim Hopp, Rosie McKoon, Teri Siegfried, and Sandy Wiemann. Julie Johnson was present by telephone. Also present were staff members Amber Bevier and Alicia LeVesque.

Brenda moved and Dianne seconded approval of the agenda; motion carried. Dianne moved and Sandy seconded approval of the October 2021 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$68,513.97. Brenda moved to approve the treasurer's report. Teri seconded the motion. Motion carried.

Librarian's Report:

Circulation October 2021 - 637

Digital Circulation October 2021 — Overdrive: 34 and Axis 360: 28

Renewal from RSA catalog - 42

Books borrowed from other libraries (transit to) October 2021 — 199

Books borrowed from our library (transit from) October 2021 — 125

Reciprocal Borrows - 3

Visitors to the library in October 2021 — 425/16 per day

Facebook Story Time Attendance: 4 videos: 327 views

Old Business:

- a. Pumpkin Walk - Amber reported that 100 goodie baskets were given to children in 30 minutes.
- b. December Adult Coloring Contest Fundraiser - Amber reported that she and Alicia are finalizing things.
- c. December Gift Wrapping Fundraiser - Amber reported that she and Alicia are preparing details for the December 11 fundraiser.

New Business:

- a. Tax Deposit Received: Amber reported a tax deposit of \$5,763.53 has been received.
- b. Per Capita Homework: Serving Our Public 4.0 - The board members discussed the assignment and covered the material.
- c. Approve Hotspot Policy - Amber reported that U.S. Cellular offers a deal for libraries of \$20/month, 25 gigs, and a minimal amount for a hotspot. Jim had several questions. Amber will check with U.S. Cellular and report back. Dianne moved and Sandy seconded a motion to accept the Hotspot policy. Motion carried.
- d. Illinois Humanities COVID-19 Emergency Relief and Recovery Operational Grant - Accepted for \$5000
 1. Hotspots
 2. \$1,000 donation to RSA for ebooks - Dianne moved and Jim seconded a motion to use the \$1,000 donation to RSA for additional ebooks. Motion carried.
 3. Books - Julie moved and Dianne seconded a motion that we first spend grant money for Hotspot devices and service through August 2022, and the remainder of the money Amber can use on books. Motion carried.
- e. Staff Christmas Gifts - Dianne moved and Sandy seconded that as a board we give Amber and Alicia each \$100.00 and Miranda \$25.00.
- f. Vote on December Meeting: Brenda moved and Teri seconded a motion not to have a December meeting. Motion carried.

Update from Nauvoo Community Center Capital Campaign Committee:

No Report

Open for Discussion

None

Visitor Discussion

None

Next Board Meeting - January 17th, 2022 at 7:00 p.m.

Adjournment - Brenda moved and Dianne seconded motion to adjourn. Meeting adjourned at 7:32 p.m.

Respectfully submitted,
Elaine Ferguson, Secretary

Minutes of the Library Board Meeting

October 18, 2021

The October, 2021 Library Board Meeting was called to order at City Hall at 7:00 p.m. by

President Patricia Haigh. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine

Ferguson, Patricia Haigh, Jim Hopp, Julie Johnson, Rosie McKoon, Teri Siegfried, and Sandy

Wiemann. Also present were staff members Amber Bevier and Alicia LeVesque.

Dianne moved and Sandy seconded approval of the agenda; motion carried.

Rosie moved and

Jim seconded approval of the September 2021 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$69,829.23. Dianne moved to approve

the treasurer's report. Rosie seconded the motion. Motion carried.

Librarian's Report:

Circulation September 2021 - 753

Digital Circulation September 2021 — Overdrive: 14 and Axis 360: 25

Renewal from RSA catalog - 72

Books borrowed from other libraries (transit to) September 2021 — 280

Books borrowed from our library (transit from) September 2021 — 121

Reciprocal Borrows - 7

Visitors to the library in September 2021 — 375/14 per day

Facebook Story Time Attendance: 6 videos: 242 views

Old Business:

a. Pumpkin Walk - Amber reported that the giveaway bags are complete.

b. Illinois Humanities COVID-19 Emergency Relief and Recovery

Operational Grant - Amber

reported that we have received a check in the amount of \$5,000.

New Business:

a. Hotspot Prices: Amber presented her research from U.S. Cellular, AT&T, and Verizon.

After discussion Dianne moved and Rosie seconded a motion to go with U.S. Cellular and

buy 2 devices with the grant money.

Further discussion was held on maximum time period patrons can check them

out. Amber will write the policy and present at a future meeting.

b. December Adult Coloring Contest Fundraiser - Alicia reported that she had typed a blurb

for advertising. The board then discussed specifics.

c. December Gift Wrapping Fundraiser - Alicia asked the board members for suggestions.

The board discussed specifics.

d. Look out for Per Capita Homework - Amber reported that she would be sending the homework soon.

Update from Nauvoo Community Center Capital Campaign Committee:

Elaine reported that we have received a donation of \$100,000 from a couple who wish to

remain anonymous.

Dianne reported that we are moving forward asking for bids and allowing 60 days.

Open for Discussion

Julie reported that she will be leaving for Texas in November for the winter. She will call in for board meetings.

Visitor Discussion

None

Next Board Meeting - November 15, 2021 at 7:00 p.m.

Adjournment - Brenda moved and Sandy seconded motion to adjourn.

Meeting adjourned at

7:45 p.m.

**Respectfully submitted,
Elaine Ferguson, Secretary**

Minutes of the Library Board Meeting

September 20, 2021

**The September, 2021 Library Board Meeting was called to order at City Hall
at 7:00 p.m. by**

**President Patricia Haigh. Members present were: Dianne Adkisson, Elaine
Ferguson, Patricia**

**Haigh, Jim Hopp, Julie Johnson, Rosie McKoon, Teri Siegfried, and Sandy
Wiemann. Also**

present were staff members Amber Bevier and Alicia LeVesque.

Dianne moved and Rosie seconded approval of the agenda; motion carried.

Dianne moved and

Rosie seconded approval of the August 2021 minutes; motion carried.

**The treasurer's report was read by Sandy: a balance of \$60,015.02. Julie
moved to approve**

the treasurer's report. Teri seconded the motion. Motion carried.

Librarian's Report:

Circulation August 2021 - 748

Digital Circulation August 2021 — Overdrive: 29 and Axis 360: 43

Renewal from RSA catalog - 36

Books borrowed from other libraries (transit to) August 2021 — 269

Books borrowed from our library (transit from) August 2021 — 126

Reciprocal Borrows - 3

Visitors to the library in August 2021 — 376/14 per day

Facebook Story Time Attendance: 3 videos: 420 views

In Person Story Time Attendance: 2 programs: 15 children: 5 adults

Old Business:

None

New Business:

- a. Tax Deposit Received: Amber reported we received \$13,376.81.**
- b. Illinois Humanities COVID-19 Emergency Relief and Recovery Operational Grant - Amber reported we will receive a \$5,000 grant. Amber suggested we spend the grant money on hotspots. Discussion was held. Amber will check with AT&T, Verizon, and US Cellular concerning prices and coverage map.**
- c. Scarecrow - Amber reported the display of scarecrows will begin October 2nd. Rosie and Patty will donate cans.**
- d. Pumpkin Walk - Amber announced the library will be giving gift bags to children that night.**

**Update from Nauvoo Community Center Capital Campaign Committee:
No Report**

Open for Discussion
Alicia suggested an Adult coloring Contest as a fund raiser. Patty reminded the board that
Alicia had also suggested Wrapping Christmas presents as a fund raiser.
Alicia and Amber will work on both ideas.

Visitor Discussion

None

Next Board Meeting - October 18, 2021 at 7:00 p.m.
Adjournment - Sandy moved and Dianne seconded motion to adjourn.
Meeting adjourned at
7:30 p.m.

Respectfully submitted,
Elaine Ferguson, Secretary

Minutes of the Library Board Meeting
August 16, 2021
The August 16, 2021 Library Board Meeting was called to order at City Hall at 7:00 p.m. by
President Patricia Haigh. Members present were: Dianne Adkisson, Elaine Ferguson, Patricia

Haigh, Jim Hopp, Rosie McKoon, Teri Siegfried, and Sandy Wiemann. Also present were staff members Amber Bevier and Alicia LeVesque.

Dianne moved and Teri seconded approval of the agenda; motion carried. Sandy moved and

Dianne seconded approval of the July 2021 minutes; motion carried. The treasurer's report was read by Sandy: a balance of \$61,572.43 Rosie moved to approve the treasurer's report. Dianne seconded the motion. Motion carried.

Librarian's Report:

Circulation July 2021 - 1318

Digital Circulation July 2021 — Overdrive: 31 and Axis 360:74

Renewal from RSA catalog - 140

Books borrowed from other libraries (transit to) July 2021 — 250

Books borrowed from our library (transit from) July 2021 — 101

Reciprocal Borrows - 5

Visitors to the library in July 2021 — 600/23 per day

Facebook Story Time Attendance: 5 videos: 738 views

In Person Story Time Attendance: 3 programs: 37 children: 16 adults

Old Business:

b. Hotspot Grants - Illinois Humanities COVID-19 Emergency Relief and Recovery

Operational Grant - Amber reported that we will hear in September. She further reported that she continues to search for grants. Jim reported that Mediacom is putting hotspots throughout the town.

New Business:

a. Summer Reading - July - Amber reported the following numbers:

Panda Painting: 22

Take Home Crafts: 103

Book Buck Store: 38

b. Scarecrow : Displayed beginning October 2nd - The board agreed on making a Tin Man.

c. Pumpkin Walk - The library will be judging the coloring contests. Amber and Alicia will work on book themed treats.

d. Masks - Amber mentioned that with the uptick in Covid cases, perhaps we should require masks again. The board agreed.

**Update from Nauvoo Community Center Capital Campaign Committee:
Dianne reported the following:**

**One bid came in - we couldn't open it because we needed at least 2
City Council will send it out again with revisions
Library grant letter was received - will receive \$504,000
Canceled plan for river cruise - will try again in spring**

Open for Discussion

None

Visitor Discussion

None

Next Board Meeting - September 20, 2021 at 7:00 p.m.

Adjournment - Sandy moved and Teri seconded motion to adjourn. Meeting adjourned at 7:27

p.m.

**Respectfully submitted,
Elaine Ferguson, Secretary**

Minutes of the Library Board Meeting July 19, 2021

The July 19, 2021 Library Board Meeting was called to order at City Hall at 7:00 p.m. by President Patricia Haigh. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Jim Hopp, Julie Johnson, Teri Siegfried, and Sandy Wiemann. Also present were staff members Amber Bevier and Alicia LeVesque.

Dianne moved and Brenda seconded approval of the agenda; motion carried. Brenda moved and Dianne seconded approval of the June 2021 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$69,617.23. Brenda moved to approve the treasurer's report. Dianne seconded the motion. Motion carried.

Librarian's Report:

Circulation June 2021 - 1155

Digital Circulation June 2021 — Overdrive: 27 and Axis 360:16

Renewal from RSA catalog - 64

Books borrowed from other libraries (transit to) June 2021 — 312

Books borrowed from our library (transit from) June 2021 — 116

Reciprocal Borrows - 15

Visitors to the library in June 2021 — 601/23 per day

Facebook Story Time Attendance: 5 videos: 416 views

Old Business:

- a. Library Story Time - Elaine reported that there were 12 children and 4 adults present.
- b. Hotspot Grants - Amber reported that she found an Illinois Humanities COVID-19 Emergency Relief and Recovery Operational Grant which is for general operation. It is a \$5,000 grant due July 15. Award letters will be sent in September.
- c. IPLAR - Amber reported that it is complete and turned in.

New Business:

- a. Tax Deposit Received - Amber reported that the library received a tax deposit of \$22,938.20.
- b. Per Capita Grant - Amber reported that the Award Letter was received. The library will get \$1,694.78.

- c. Summer Reading - June - Amber reported the following numbers:
 - American Flag Painting: 18
 - Take Home Crafts: 67
 - Book Buck Store: 77

Update from Nauvoo Community Center Capital Campaign Committee:

Dianne reported the following:

NC5 met its \$100,000 match.

The fundraiser "A Little Night Music" seemed to be a success.

A Family Movie Night (fundraiser) will be held July 30.

A fundraiser of a River Cruise is being planned for sometime in the fall.

Craft days are being planned.

Lunch with Santa is being planned.

Open for Discussion

Alicia suggested a fundraiser of Christmas gift wrapping.

Visitor Discussion

None

Next Board Meeting - August 16, 2021 at 7:00 p.m. at City Hall

Adjournment - Brenda moved and Teri seconded motion to adjourn. Meeting adjourned at 7:30 p.m.

Respectfully submitted,
Elaine Ferguson, Secretary

**Minutes of the Library Board Meeting
June 21, 2021**

The June 21, 2021 Library Board Meeting was called to order at City Hall at 7:00 p.m. by

President Patricia Haigh. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine

Ferguson, Patricia Haigh, Jim Hopp, Sandy Wiemann, and Rosie McKoon.

Also present were

staff members Amber Bevier and Alicia LeVesque.

Brenda moved and Rosie seconded approval of the agenda; motion carried.

Brenda moved

and Dianne seconded approval of the May 2021 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$50,990.13. Brenda moved to approve

the treasurer's report. Rosie seconded the motion. Motion carried.

Librarian's Report:

Circulation May 2021 - 1080

Digital Circulation May 2021 — Overdrive: 20 and Axis 360:1

Renewal from RSA catalog - 127

Books borrowed from other libraries (transit to) May 2021 — 334

Books borrowed from our library (transit from) May 2021 — 118

Reciprocal Borrows - 11

Visitors to the library in May 2021 — 389/16 per day

Facebook Story Time Attendance: 4 videos: 176 views

Old Business:

None

New Business:

- a. Library Story Time - Discussion was held about reopening in-person Story Time again.**

The board agreed to reopen starting July 7. Story Time will be held at City Hall.

- b. Policy for Visitors at Board Meetings - Amber announced that we now have a new “Visitor Discussion” section on our agenda where visitors to our board meetings can discuss things they wish to be brought up to the board.**

- c. Approve IPLAR: Amber announced that the President and Secretary need to sign the document.**

**Update from Nauvoo Community Center Capital Campaign Committee
Dianne updated the board: NC5 is still fundraising; the Day of Giving was a success; an amended proposal for bids was sent out; a fundraiser, Music on Mulholand, will be held from**

6:30-8:00 on June 26 with dinner and desserts and the Nauvoo Orchestra playing; a drive in movie is being planned; and a boat ride in the fall is being planned.

Open for Discussion

Alicia asked for clarification about opening up, wearing masks, etc. Patty clarified that the board

gave Amber and Alicia the right to make decisions with which they are comfortable. Jim asked if

Amber has found any grants yet for hotspots. She is still looking into them.

Visitor Discussion

None

Next Board Meeting - July 19, 2021 at 7:00 p.m.

Adjournment - Dianne moved and Brenda seconded motion to adjourn.

Meeting adjourned at

7:35 p.m.

**Respectfully submitted,
Elaine Ferguson, Secretary**

Minutes of the Library Board Meeting

May 17, 2021

The May 17, 2021 Library Board Meeting was called to order at Hotel

Nauvoo at 7:00 p.m. by

President Patricia Haigh. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine

Ferguson, Patricia Haigh, Jim Hopp, Julie Johnson, Rosie McKoon, and Teri Siegfried. Also

present were staff members Amber Bevier and Alicia LeVesque and guest Dominique Prete.

Dianne moved and Rosie seconded approval of the agenda; motion carried.

Julie moved and

Teri seconded approval of the April 2021 minutes; motion carried.

The treasurer's report was read by Patty: a balance of \$54,850.42. Dianne moved to approve

the treasurer's report. Rosie seconded the motion. Motion carried.

Librarian's Report:

Circulation April 2021 - 603

Digital Circulation April 2021 — Overdrive: 24 and Axis 360:4

Renewal from RSA catalog - 58

Books borrowed from other libraries (transit to) April 2021 — 296

Books borrowed from our library (transit from) April — 133

Reciprocal Borrows - 10

Visitors to the library in April 2021 — 246/9 per day

Facebook Story Time Attendance: 4 videos: 222 views

Old Business:

a. Fundraising Pictures - no change on opinions from last month.

New Business:

a. Online Certification Complete - Amber reported that the Online Certification is completed.

b. Approve Emergency Succession Plan - Dianne moved and Julie seconded the

Emergency Succession Plan as presented. Motion carried.

c. Per Capita Questions: The following questions were discussed and the board agreed that

we need a new building to comply.

- 1. Library provides the right amount of space of the right kind to meet provisions of long range strategic plan?**
- 2. Library's lighting levels comply with lighting standards?**
- 3. Sturdy and comfortable furnishings in sufficient quantity to meet user needs?**
- 4. Library has enough shelving and other types of display and storage to provide patrons with easy access to all materials?**

Update from Nauvoo Community Center Capital Campaign Committee
Elaine and Dianne updated the board: The piggy bank fundraiser was a success; a painting of the barn near the Nauvoo-Colusa Elementary/Junior High building was donated to be sold at auction; a Day of Giving is being planned; and the RFP is done.

Open for Discussion

Discussion was held on whether or not we can open for in-person Story Time. Amber is going to check with City Hall and see if we can have Story Time there. The board will discuss this again at the June meeting.

Next Board Meeting - June 21, 2021 at 7:00 p.m.

Amber will check with City Hall to see if the building is available for us to have our meeting there.

Adjournment - Dianne moved and Rosie seconded motion to adjourn. Meeting adjourned at 7:30 p.m.

**Respectfully submitted,
Elaine Ferguson, Secretary**

**Minutes of the Library Board Meeting
April 19, 2021**

The April 19, 2021 Library Board Meeting was called to order at Hotel Nauvoo at 7:00 p.m. by President Patricia Haigh. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine

Ferguson, Patricia Haigh, Jim Hopp, Julie Johnson, Rosie McKoon, Sandy Wieman, and Teri

Siegfried. Also present were staff members Amber Bevier and Alicia LeVesque.

Brenda moved and Dianne seconded approval of the agenda; motion carried.

Sandy moved and

Brenda seconded approval of the March 2021 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$59,406.68. Dianne moved to approve

the treasurer's report. Rosie seconded the motion. Motion carried.

Librarian's Report:

Circulation for March, 2021 was 778. Digital Circulation was Overdrive - 42 and Axis

360 - 17. Renewal from RSA catalog was 95. Books borrowed from other libraries (transit to)

was 307. Books borrowed from our library (transit from) was 137. Reciprocal Borrows was 5.

Visitors to the library in March, 2021 was 277, an average of 10 per day.

Facebook Story Time

Attendance: 5 videos: 296 views.

Old Business:

a. New Hire - Trained - Rebecca Moberly has been trained and is doing well.

b. Emergency Succession Plan - Amber reported that she has just finished it and will have it

ready for the board at the May meeting.

c. Orientation Packets - Amber reported she has passed those out to new board members.

New Business:

a. Non-Resident Fees - Amber reported that the new non-resident fee has increased to \$96.00

per year or \$48.00 for 6 months. Dianne moved that we increase the non-resident fee. Elaine

seconded the motion. Motion passed.

b. Facebook Posts - Amber asked Board members to think about writing a testimonial

stressing positive things about the library and why we need a new library.

Send your testimonial

to her when you get it written.

c. Elections - Elaine and Rosie presented the following slate of candidates:

Patty - President,

Rosie - Vice President, Elaine - Secretary, and Sandy - Treasurer. Dianne moved acceptance of the slate; Brenda seconded. Motion carried.

d. Mother's Day Pictures - Amber reported a fund raising idea for NC5 of Mother's Day

Pictures. The Board discussed it and decided to table it for now.

e. Reopening - Amber reported that she and Alicia are comfortable to now reopen the library

by appointment only. The Board agreed. They will open sometime next week.

f. Planning for New Building - Amber reported that soon we will start thinking about what things we need for the new building.

Update from the Nauvoo Community Center Capital Campaign Committee Elaine and Dianne reported on the updated plans for the Community Center.

They reported on the following fundraisers: pigs, the container gardening class, the Nauvoo Market Place

"yard sale," and the updating of the website.

Open Discussion

None

Next Board Meeting - May 17, 2021 at 7:00 p.m.

Adjournment - Brenda moved and Rosie seconded a motion to adjourn.

Meeting adjourned at

7:50 p.m.

**Respectfully submitted,
Elaine Ferguson, Secretary**

Minutes of the Library Board Meeting

March 15, 2021

The March 15, 2021 Library Board Meeting was called to order at Hotel Nauvoo at 7:00 p.m. by

President Patricia Haigh. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine

Ferguson, Patricia Haigh, Jim Hopp, Rosie McKoon, Sandy Wieman, and Teri Siegfried. Also

present were staff members Amber Bevier and Alicia LeVesque.

Brenda moved and Dianne seconded approval of the agenda; motion carried.

Dianne moved and

Sandy seconded approval of the February, 2021 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$64,078.92. Brenda moved to approve the treasurer's report. Rosie seconded the motion. Motion carried.

Librarian's Report:

Circulation for February, 2021 was 415. Digital Circulation was Overdrive - 44 and Axis

360 - 60. Renewal from RSA catalog was 18. Books borrowed from other libraries (transit to) was 351. Books borrowed from our library (transit from) was 126. Reciprocal Borrows was 5.

Visitors to the library in February, 2021 was 230, an average of 10 per day. Facebook Story

Time Attendance: 4 videos: 171 views.

Old Business:

- a. IMRF - No update**
- b. Grants - No update**
- c. Statements of Economic Interest - Amber reported she has received all except from Julie and Brenda. Brenda reported she returned hers to City Hall.**
- d. Emergency Succession Plan - Amber reported she is still writing it and should have it finished by the next board meeting.**

New Business:

- a. Per Capita - Amber reported it is completed and turned in.**
- b. New Hire for backup and emergency situations: Amber reported she would like to hire Rebecca Moberly for this position. Dianne moved that the board hire Rebecca at minimum wage; Patty seconded. Motion carried.**

- c. Nominating Committee - Elaine and Rosie volunteered to complete this task. Elections will be held at the April Meeting.**
- d. Approve Budget - Dianne, Patty, and Sandy presented the budget. Brenda moved acceptance; Rosie seconded. Motion carried.**

Update from the Nauvoo Community Center Capital Campaign Committee Elaine and Dianne reported on the updated plans for the Community Center.

The Community

Center's Campaign Committee is meeting weekly now. They are waiting for further guidance

from the lawyer. A letter to farmers and others is finished and ready to be mailed soon. There will be several small fundraisers coming up soon.

Open Discussion

None

Next Board Meeting - April 19, 2021 at 7:00 p.m.

Adjournment - Sandy moved and Brenda seconded a motion to adjourn.

Meeting adjourned at

7:28 p.m.

**Respectfully submitted,
Elaine Ferguson, Secretary**

Minutes of the Library Board Meeting

February 15, 2021

The February 15, 2021 Library Board Meeting was called to order (Zoom meeting) at 7:03 p.m.

by President Patricia Haigh. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Jim Hopp, Rosie McKoon, Julie Johnson, Sandy Wieman, and Teri Siegfried. Also present were staff members Amber Bevier and Alicia LeVesque.

Dianne moved and Brenda seconded approval of the agenda; motion carried. Dianne moved and Brenda seconded approval of the January, 2021 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$69,132.27. Rosie moved to approve the treasurer's report. Terri seconded the motion. Motion carried.

Librarian's Report:

Circulation for January, 2021 was 371. Digital Circulation was Overdrive - 61 and Axis 360 - 44. Renewal from RSA catalog was 29. Books borrowed from other libraries (transit to) was 293. Books borrowed from our library (transit from) was 127. Reciprocal Borrows was 4.

Visitors to the library in November 2020 was 166, an average of 7 per day. Facebook Story Time

Attendance: 4 videos: 238 views.

Old Business:

a. IMRF - No update

b. Grants - Amber has been searching. The Hot Spot grant isn't available. She will continue to search.

New Business:

a. Statements of Economic Interest - Amber will mail these out to board members. Board members may fill them out and return them to the library or mail them on their own.

b. Orientation for new board members? - After discussion, it was decided that Amber would give new members a packet. Brenda suggested that Amber contact the newest board members and ask them what they think should go in the packet. Dianne suggested that Amber include a welcome letter. Dianne also suggested that Amber include contact information for Board and Staff.

c. Board members attend conference? - Amber reported that she and Alicia mostly attend online conferences. She also reported that board members attending conferences is not mandatory, but encouraged. She feels that the conferences are mostly attended by people from larger libraries.

d. Written succession plan? Amber reported that she has started a draft, but it is not finished.

She welcomed suggestions from the board members. Dianne suggested that we hire someone who is interested in substituting in the case neither Amber nor Alicia is available. Board

members suggested names of people whom they thought might be interested. The board will finalize details after Amber finds someone who is interested.

e. Create Budget Committee - Amber, Patty, Sandy, Dianne, and Julie

f. Reopening - No change.

Update from the Nauvoo Community Center Capital Campaign Committee

Elaine and Dianne reported on the updated plans for the Community Center. A letter to

farmers is in the works. The City Council has voted and accepted the new plans for the Community Center. The Committee is waiting on legal advice at this time. The Valentine fundraiser was a big success. There will be several small fundraisers coming up. The committee is looking for volunteers for fundraising, etc.
Open Discussion
None

**Minutes of the Library Board Meeting
January 18, 2021**

**The January 18, 2021 Library Board Meeting was called to order (Zoom meeting) at 7:08 p.m.
by President Patricia Haigh. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Jim Hopp, Rosie McKoon, Julie Johnson, Sandy Wieman, and Teri Siegfried. Also present were staff members Amber Bevier and Alicia LeVesque.**
Dianne moved and Rosie seconded approval of the agenda; motion carried. Brenda moved and Dianne seconded approval of the November, 2020 minutes; motion carried. The treasurer's report was read by Elaine: a balance of \$73,055.45. Rosie moved to approve the treasurer's report. Jim seconded the motion. Motion carried.
Librarian's Report:
Amber gave the Librarian's Report. Circulation for November, 2020 was 350. Digital Circulation was Overdrive - 16 and Axis 360 - 119. Renewal from RSA catalog was 4. Books borrowed from other libraries (transit to) was 291. Books borrowed from our library (transit from) was 138. Reciprocal Borrows was 1. Visitors to the library in November 2020 was 194, an average of 8 per day. Facebook Story Time Attendance: 4 videos: 198 views.
Circulation for December, 2020 was 382. Digital Circulation was Overdrive - 32 and Axis 360 -

52. Renewal from RSA catalog was 1. Books borrowed from other libraries (transit to) was 354.

Books borrowed from our library (transit from) was 123. Reciprocal Borrows was 1. Visitors to

the library in November 2020 was 210, an average of 8 per day. Facebook Story Time

Attendance: 5 videos: 212 views.

Old Business:

a. IMRF - No update

b. Grants - Amber has been searching. She has found one Hot Spot grant for which she can apply this coming summer.

New Business:

a. Per Capita 2021 - Serving Our Public 4.0: Standards for Illinois Public Libraries

discussion was held. The board decided to start the process of fixing areas where we are not in compliance.

b. Summer Reading - Amber reported that she is in the beginning stage of planning a social distancing Summer Reading Program.

c. Reopening - No change.

Update from the Nauvoo Community Center Capital Campaign Committee Elaine reported on the updated plans for the Community Center. A letter to donors and those

who have pledged is in the works. The Capital Campaign Committee has decided to reduce the sized of the building, change the architectural/construction style, demolish the school building

(but not the gym), reduce parking spaces and landscaping amenities, move forward in phases,

Phase II will renovate and/or tear down the present gym and/or build an adjoining facility.

Dianne reported that there will be several small fundraisers coming up.

Open Discussion

None

Next Board Meeting - February 15, 2021 at 7:00 p.m.

Adjournment - Dianne moved and Terri seconded a motion to adjourn.

Meeting adjourned at

7:32 p.m.

**Respectfully submitted,
Elaine Ferguson, Secretary**

**Minutes of the Library Board Meeting
November 16, 2020**

The November 16, 2020 Library Board Meeting was called to order (Zoom meeting) at 7:00 p.m. by President Patricia Haigh. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Rosie McKoon, Julie Johnson, Sandy Wieman, and Teri Siegfried. Also present were staff members Amber Bevier and Alicia LeVesque.

Dianne moved and Terri seconded approval of the agenda; motion carried. Rosie moved and Brenda seconded approval of the October, 2020 minutes; motion carried.

The treasurer's report was read by Elaine: a balance of \$68,644.12. Dianne moved to approve the treasurer's report. Julie seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for October, 2020 was 369. Digital Circulation was Overdrive - 35 and Axis 360 - 101. Renewal from RSA catalog was 21. Books borrowed from other libraries (transit to) was 241. Books borrowed from our library (transit from) was 145. Reciprocal Borrows was 0. Visitors to the library in September 2020 was 227, an average of 8 per day. Facebook Story Time Attendance: 4 videos: 203 views.

Old Business:

- a. IMRF - No update
- b. Grants - No update

New Business:

- a. Tax Deposit Received - Amber reported a check in the amount of \$7,581.95 has been received.
- b. Per Capita 2021 - Amber reported that the due date of January has been changed to March 15th.
- c. RAILS driver memorial - Amber reported that one of the RAILS drivers passed away. Dianne moved that we donate \$1,000 to ALS in memory of the RAILS driver. Brenda seconded the motion. Motion carried.
- d. Christmas gifts for staff - Dianne moved and Rosie seconded that we give Christmas gifts of \$100 to Amber and Alicia and \$25 to Miranda.
- e. Reopening - The Board directed Amber and Alicia to continue curbside service and to allow patrons (wearing masks) inside the door in cold weather.

Update from the Nauvoo Community Center Capital Campaign Committee

Elaine and Dianne reported that a small group of members of the committee met and discussed options of where to go from here. They also reported that there is going to be a committee meeting Thursday, November 19 to discuss these options with the committee as a whole.

Open Discussion

The Board discussed and decided not to have a December meeting.

Next Board Meeting - January 18, 2021 at 7:00 p.m.

Adjournment - Dianne moved and Rosie seconded a motion to adjourn. Meeting adjourned at 7:24 p.m.

Respectfully submitted,
Elaine Ferguson, Secretary

Minutes of the Library Board Meeting October 19, 2020

The October 19, 2020 Library Board Meeting was called to order at 7:00 p.m. by President Patricia Haigh. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Patricia Haigh, and Sandy Wieman. Also present were staff members Amber Bevier and Alicia LeVesque.

Patty called the meeting to order at 7:00 p.m.

Brenda moved and Dianne seconded approval of the agenda; motion carried. Dianne moved and Elaine seconded approval of the September, 2020 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$71,392.25. Brenda moved to approve the treasurer's report. Elaine seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for September, 2020 was 476. Digital Circulation was Overdrive - 36 and Axis 360 - 29. Renewal from RSA catalog was 28. Books borrowed from other libraries (transit to) was 300. Books borrowed from our library (transit from) was 107. Reciprocal Borrows was 0. Visitors to the library in September 2020 was 208, an average of 8 per day. Facebook Story Time Attendance: 5 videos: 271 views.

Old Business:

a. IMRF - Nothing new - No update

New Business:

a. Per Capita check received - Amber reported a check in the amount of \$1436.25 has been received.

b. Historical Society - Amber reported that the Historical Society cleaned out one room upstairs.

c. Miranda Grants - Amber is still searching trying to find grants to keep Miranda. Board members gave her a couple of ideas to check out.

d. Hotspot Grants - Amber reported that she found a perfect grant for this, but it isn't

available until summer.

e. Reopening - Amber reported that she thinks we should stay with curbside only.

Update from the Nauvoo Community Center Capital Campaign Committee

No report

Open Discussion

Per past practice, the board instructed Amber to buy a book in memory of Mary Manning (Rosie's mother).

The members of the board presented Alicia with a wedding gift.

Next Board Meeting - November 16, 2020 at 7:00 p.m.

Adjournment - Brenda moved and Sandy seconded a motion to adjourn. Meeting adjourned at 7:24 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

**Minutes of the Library Board Meeting
September 21, 2020**

The September 21, 2020 Library Board Meeting (via Zoom) was called to order at 7:00 p.m. by President Patricia Haigh. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Jim Hopp, Julie Johnson, Rosie McKoon, Teri Siegfried, and Sandy Wieman. Also present were staff members Amber Bevier and Alicia LeVesque.

Jim moved and Dianne seconded approval of the agenda; motion carried. Brenda moved and Terri seconded approval of the August, 2020 minutes; motion carried.

The treasurer's report was read by Patty: a balance of \$60,967.97. Dianne moved to approve the treasurer's report. Brenda seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for August, 2020 was 284. Digital Circulation was Overdrive - 32 and Axis 360 - 156. Renewal from RSA catalog was 1. Books borrowed from other libraries (transit to) was 217. Books borrowed from our library (transit from) was 86. Reciprocal Borrows was 0. Visitors to the library in July 2020 was 149, an average of 7 per day (closed for one week). Facebook Story Time Attendance: 4 videos: 242 views.

Old Business:

a. IMRF - Nothing new - No report.

b. Lending WiFi hotspots - Amber called U.S. Cellular, but is getting nowhere. She will search for grants. Brenda will check with the school to find out how they handled this issue.

New Business:

a. Tax Deposit Received - Amber reported the library received a tax deposit of \$14,003.03.

b. Scarecrows - Alicia volunteered to create a Baby Yoda scarecrow.

c. Library Checking account - The board discussed whether or not we want a board member to be able to sign for things. The board decided that we don't see a need for that.

d. Reopening - The board decided to continue with curbside service. However, the board left it up to staff whether or not to open for computer usage.

Update from the Nauvoo Community Center Capital Campaign Committee

Elaine reported that John and Jordan are going to make a trip to Salt Lake City to meet with some leaders of the LDS Church about a donation.

Open Discussion

The Board asked Alicia to leave so they could discuss a wedding gift for her. Elaine

volunteered to get a gift card from Bed, Bath, and Beyond. Board members will send Elaine their donations.

Next Board Meeting October 19, 2020 at 7:00 p.m. Amber will try to find a place for the meeting where social distancing is possible.

Adjournment - Brenda moved and Jim seconded a motion to adjourn. Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

Minutes of the Library Board Meeting

August 17, 2020

The August 17, 2020 Library Board Meeting (via Zoom) was called to order at 7:00 p.m. by

President Patricia Haigh. Members present were: Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Jim Hopp, Teri Siegfried, and Sandy Wieman. Also present was staff member Amber Bevier.

Dianne moved and Sandy seconded approval of the agenda; motion carried.

Sandy moved and

Terri seconded approval of the July, 2020 minutes; motion carried.

There was no treasurer's report this month.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for July, 2020 was 307.

Digital

Circulation was Overdrive - 35 and Axis 360 - 69. Renewal from RSA catalog was 1. Books

borrowed from other libraries (transit to) was 336. Books borrowed from our library (transit

from) was 92. Reciprocal Borrows was 0. Visitors to the library in July 2020 was 178, an

average of 7 per day. Facebook Story Time Attendance: 5 videos: 294 views.

Old Business:

a. IMRF - Nothing new

b. Lending WiFi hotspots - Nothing new. Amber is still trying.

New Business:

a. Tax Deposit Received - Amber reported the library received a tax deposit of \$13,736.04.

b. Library Construction Grant: Amber reported that Larry wrote a grant, and we are

receiving \$600,000 for the construction of a new library.

c. Reopening - The board directed Amber to reopen curbside as soon as she is comfortable.

d. Pumpkin Walk Movie - The board directed Amber to cancel the movie this year due to Covid-19.

Update from the Nauvoo Community Center Capital Campaign Committee

No report

Open Discussion

None

Next Board Meeting September 21, 2020 at 7:00 p.m.

Adjournment - Dianne moved and Jim seconded a motion to adjourn.

Meeting adjourned at

7:16 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

Minutes of the Library Board Meeting

June 15, 2020

The June 15, 2020 Library Board Meeting (at the community tent) was called to order at 7:00 p.m. by President Patricia Haigh. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Jim Hopp, Julie Johnson, Rosie McKoon, Teri Siegfried, and Sandy Wieman. Also present were staff members Amber Bevier and Alicia LeVesque.

Diane moved and Rosie seconded approval of the agenda; motion carried. Brenda moved and Julie seconded approval of the May, 2020 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$51,372.92. Rosie moved to approve the treasurer's report. Brenda seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for May, 2020 was 8. Digital Circulation was Overdrive - 51 and Axis 360 - 97. Renewal from RSA catalog was 0. Books borrowed from other libraries (transit to) was 2. Books borrowed from our library (transit from) was 17. Reciprocal Borrows was 0. Visitors to the library in April 2020 was 0 - an average of 0 per day. Facebook Story Time Attendance: 4 videos: 377 views.

Dianne moved that the library offer \$350 for one week in July to continue having the tent if needed. Brenda seconded. Motion carried.

Old Business:

a. IMRF - Nothing new

b. Lending WiFi hotspots - Nothing new

c. Reopening - Amber suggested we continue as is for at least another month.

New Business: New President Patty Haigh

a. Per Capita 2020 - Amber reported that Per Capita 2020 was accepted, and the Library will

receive \$1,436.25.

b. ILL Delivery - Amber reported that RAILS is not doing it. June 29th we can opt in.

c. Movie at tent? - Amber reported that the Chamber contacted her asking if they could borrow the library's projector to show a movie. Dianne moved that we loan our projector to the Chamber with a waiver. Julie seconded. Motion passed.

d. Approve IPLAR - Amber reported that the President and Secretary need to sign the document.

Update from the Nauvoo Community Center Capital Campaign Committee

Dianne reported that we have had no meetings due to the pandemic. She also reported that Larry has written two grants. Brenda reported that the City Council extended the fundraising through the end of December.

Open Discussion

Discussion was held about how we can continue to reach out to children through Story Time after we reopen.

Next Board Meeting July 20, 2020 at 7:00 p.m.

Adjournment - Brenda moved and Sandy seconded a motion to adjourn. Meeting adjourned at 7:25 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

Minutes of the Library Board Meeting

May 18, 2020

The May 18, 2020 Library Board Meeting (via Zoom) was called to order at 7:00 p.m. by

President Dianne Adkisson. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine

Ferguson, Patricia Haigh, Jim Hopp, Julie Johnson, Rosie McKoon, Teri Siegfried, and Sandy

Wieman. Also present were staff members Amber Bevier and Alicia LeVesque.

Brenda moved and Sandy seconded approval of the agenda; motion carried.

Rosie moved and

Patty seconded approval of the April, 2020 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$55,533.66. Jim moved to approve the

treasurer's report. Terri seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for April, 2020 was 12.

Digital

Circulation was Overdrive - 48 and Axis 360 - 86. Renewal from RSA catalog was 0. Books

borrowed from other libraries (transit to) was 1. Books borrowed from our library (transit from) was 51. Reciprocal Borrows was 0. Visitors to the library in April 2020 was 0 - an average of 0 per day. Facebook Story Time Attendance: 5 videos: 405 views.
Old Business:
a. IMRF - Nothing new
b. Lending WiFi hotspots - Nothing new

Dianne left the presidency at this point. She thanked the board and officers for their work and thanked Patty for agreeing to be the next President.

New Business: New President Patty Haigh

a. Approve Non Resident Fee - Amber reported that the new non-resident fee would be \$92/year and \$46/6 months. Dianne moved to accept the new fees. Rosie seconded. Motion carried.

b. Temporary Cards, even for non-residents - Amber reported that the state has relaxed the rules and will allow temporary free library cards for e-resources only. Brenda moved that we allow these temporary free library cards. Dianne seconded. Motion carried.

c. Reopening - The board discussed whether or not we are ready to reopen. The board agreed that we are not ready. Curbside service was also discussed. Dianne moved that we begin offering curbside service. Sandy seconded. Motion carried.

d. Summer Reading - The board discussed whether or not to have a Summer Reading program this summer. It was decided to allow Amber and Alicia decide what they can and cannot do.

Update from the Nauvoo Community Center Capital Campaign Committee
Dianne reported that everything is on hold for now due to the pandemic.

Open Discussion

Elaine thanked the board for using Zoom Etiquette for the meeting.
Next Board Meeting June 15, 2020 at 7:00 p.m.

Adjournment - Brenda moved and Dianne seconded a motion to adjourn.

Meeting adjourned at

7:25 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

Minutes of the Library Board Meeting

April 20, 2020

The April 20, 2020 Library Board Meeting (via Zoom) was called to order at 7:00 p.m. by President Dianne Adkisson. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Jim Hopp, Julie Johnson, Rosie McKoon, Teri Siegfried, and Sandy Wieman. Also present were staff members Amber Bevier and Alicia LeVesque.

Brenda moved and Patty seconded approval of the agenda; motion carried. Sandy moved and Terri seconded approval of the March, 2020 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$58,964.64. Brenda moved to approve the treasurer's report. Jim seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for March, 2020 was 509. Digital Circulation was Overdrive - 13 and Axis 360 - 72. Renewal from RSA catalog was 27. Books borrowed from other libraries (transit to) was 154. Books borrowed from our library (transit from) was 92. Reciprocal Borrows was 0. Visitors to the library in March (1st-16th) 2020 was 262 - an average of 20 per day.

Old Business:

a. IMRF - This was tabled. If the city approves, then we will discuss it.

New Business:

a. Lending WiFi hotspots - Amber reported she checked with US Cellular. The cost is \$191.52/unit and \$90.00/month for service. She also checked with Kareem Learning - they have a minimum of 20 units, and the cost is \$4,000 for 4 months.

b. Revise bylaws - Amber inserted the following sentence - "In the case of extenuating circumstances that keep them from attending physically, board members may attend meetings via

phone or other devices as long as they can attend live." Brenda moved to accept the bylaw change as written. Terri seconded. Motion carried.

c. Election of Officers - As chair of the nominating committee, Elaine presented the following slate: President - Patty; Vice-President - Rosie; Treasurer - Sandy; Secretary - Elaine. Julie moved to accept the slate as presented; Jim seconded. Motion carried.

Update from the Nauvoo Community Center Capital Campaign Committee

Dianne reported that everything is on hold for now due to the pandemic.

Open Discussion

Nothing

Next Board Meeting May 18, 2020 at 7:00 p.m.

Adjournment - Julie moved and Sandy seconded a motion to adjourn. Meeting adjourned at 7:14 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

Minutes of the Library Board Meeting- March 16, 2020

- **Meeting** called to order at 7:00 p.m.
- Present were staff members Amber Bevier and Alicia LeVesque, and board members Dianne Adkisson, Brenda Adkisson, Jim Hopp, Rosie McKoon, and Sandy Wiemann. Absent members were Patty Haigh, Teri Seigfried, Elaine Ferguson, and Julie Johnson.
- Brenda moved and Jim seconded approval of the agenda. Motion carried.
- Sandy moved and Brenda seconded approval of the February 17th meeting minutes. Motion carried.
- The treasurer's report was given by Sandy. There was a balance of \$64,533.11. Brenda moved and Jim seconded approval of the report. Motion carried.

Librarian's Report

-Amber gave the librarian's report. Circulation for February 2020 was. 923. Digital circulation: Overdrive-31, Axis360-76, Renewal from RSA catalog was 74, Books borrowed from other libraries (transit to) March 2020-325, Books borrowed from our library (transit from) March 2020-133, Reciprocal borrows-0, Visitors to the library in February 2020-391/16 per day.

Old Business

- Lending wifi hotspots-still working on it.
- Elaine Ferguson agreed to chair the nominating committee. Patty Haigh and Teri Seigfried were appointed to be on the committee.
- Revising the Bylaws will be tabled until the next meeting.
- New building grant requirements were tabled until the next meeting.
- The library will be closed to the public due to the coronavirus concerns. It was moved by Brenda and seconded by Sandy.
- There was a discussion of the IMRF pension plan.
- The budget was discussed, approved, and salaries set.

Update from Nauvoo community Center Capital Campaign Committee

-Puzzle night has been postponed.

Open for Discussion

-The next board meeting will be April 20, 2020

Adjournment

-Brenda moved and Sandy seconded and adjournment of the meeting at 7:35 p.m.

Respectfully submitted,

Rosie McKoon (acting secretary)

Minutes of the Library Board Meeting
February 17, 2020

- Meeting called to order at 7:00 p.m.
- Present were staff members Amber Bevier and Alicia LeVesque, and board members Brenda Adkisson, Jim Hopp, Rosie McKoon, Patty Haigh, Teri Siegfried, and Sandy Wiemann. Absent were members Dianne Adkisson, Elaine Ferguson, and Julie Johnson
- Brenda moved and Jim seconded approval of the agenda. Motion carried.
- Sandy moved and Teri seconded approval of the January 27th meeting minutes. Motion carried.
- The treasurer's report was given by Sandy. There was a balance of \$68,363.99. Patty moved and Brenda seconded approval of the report. Motion carried.

Librarian's Report

- Amber gave the librarian's report. Circulation for January 2020 was 845. Digital circulation: Overdrive - 38, Axis 360 - 7. Renewal from RSA catalog was 37. Books borrowed from other libraries (transit to) was 309. Books borrowed from our library (transit from) was 133. Reciprocal borrows were 0. Visitors to the library were 397, an average of 15 per day.

Old Business

- Statements of Economic Interest are mostly done. Just waiting on a couple.

New Business

- Amber is still checking on Wi-Fi hotspots to lend.
- Amber inquired about donating to RSA for ebooks again this year. Brenda motioned and Sandy seconded to donate \$1,000 from Community Relations if it is in the budget to do so. Motioned carried.
- The Budget Committee was set. Members are Dianne, Sandy, Patty, and Amber. They will meet March 2, 2020 at 6:30p.m.
- The motion to form a nominating committee, consisting of Elaine, was motioned by Sandy and seconded by Patty. Motion carried. There will be a follow-up at the next meeting.

Update from Nauvoo Community Center Capital Campaign Committee

- Puzzle night was discussed.

Open For Discussion

- The next board meeting will be February 17, 2020.

Adjournment

- Brenda moved and Teri seconded an adjournment of the meeting at 7:10 p.m.

Monday, January 27, 2020
Minutes of the Library Board Meeting

- Meeting called to order at 7:00 p.m.
- Present were staff members Amber Bevier and Alicia LeVesque and board members
Brenda Adkisson, Jim Hopp, Rosie McKoon, and Patty Haigh. President Dianne Adkisson attended by phone in speaker mode.
- Brenda moved and Patty seconded the approval of the agenda. Motion carried.
- Jim moved, and Patty seconded the approval of the November 2019 minutes. Motion carried.
- The treasurer's report was read by Patty. There was a balance of \$62,180.12. Brenda moved, and Jim seconded the approval of the treasurer's report. Motion carried.
- Librarian's Report
- Amber gave the librarian's report. Circulation for November 2019 was 1,233. Digital circulation: Overdrive - 24, Axis 360 - 14. Renewal from RSA catalog was 119. Books borrowed from other libraries (transit to) was 292. Books borrowed from our library (transit from) was 137. Reciprocal borrows were 0. Visitors to the library in November 2019 were 420; an average of 17 per day.
- Circulation for December 2019 was 815. Digital circulation: Overdrive - 19, Axis 360 - 2. Renewal from RSA catalog was 44. Books borrowed from other libraries (transit to) was 292. Books borrowed from our library (transit from) was 89. Reciprocal borrows were 4. Visitors to the library in November 2019 were 403; an average of 17 per day.
- Old Business
- Amber reported the Per Capita was completed.
- There were zero attendees at the Christmas movie in December. It was a cold day,

with snow in the forecast, and the funeral of a jr. high student was that day,
which
may have affected attendance.

- New Business

- Everyone needs to complete their statements of economic interest and return them
to Amber as soon as possible.

1

Monday, January 27, 2020

- Amber has been doing some winter weeding of books. She plans to have a
summer
book sale.
- Suggestions were made on prices for a quilt and painting that will be for sale
at the
Nauvoo Market. The proceeds will go toward the new Community Center.
- Brenda talked about a webinar she watched that discussed libraries lending
wi-fi
hotspots to patrons, especially students who needed them to do homework
assignments. Amber is going to do some more research to see if it would be an
option for our library.
- Amber stated it was time to do the yearly budget. It needs to be to City Hall
by
March 15th. The committee for this will be Dianne, Sandy, and Patty.
- Update from Nauvoo Community Center Capital Campaign Committee
 - There are several fundraisers planned. The current list follows:
 - February: Game Night with "Feed the Pig" kickoff
 - March: Soup and Bowls
 - April: Kids' Bunny Brunch
 - May: Plant-a-rama in the city park
 - June: River Walk and Ferry Boat Ride
 - July: Trivia Under the Stars
 - Open for discussion
- Rosie said the Carthage Public Library received a grant to build a new
library. Amber
had looked into this, and was continuing to work on it.
- The next board meeting will be February 17, 2020.
- Adjournment
- Brenda moved and Patty seconded an adjournment of the meeting at 7:24
p.m.

Motion carried.

Minutes of the Library Board Meeting November 18, 2019

The November 18, 2019 Library Board Meeting was called to order at 7:00 p.m. by Vice-President Rosie McKoon. Members present were: Brenda Adkisson, Elaine Ferguson, Jim Hopp, Julie Johnson, Rosie McKoon, Teri Siegfried, and Sandy Wiemann. Also present were staff members Amber Bevier and Alicia LeVesque.

Sandy moved and Teri seconded approval of the agenda; motion carried. Brenda moved and Sandy seconded approval of the October, 2019 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$65,126.32. Julie moved to approve the treasurer's report. Jim seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for October, 2019 was 1212. Digital Circulation was Overdrive - 19 and Axis 360 - 38. Renewal from RSA catalog was 85. Books borrowed from other libraries (transit to) was 375. Books borrowed from our library (transit from) was 134. Reciprocal Borrows was 0. Visitors to the library in October was 553 - an average of 20 per day.

Old Business:

- a. Cookbooks - Amber reported the cookbooks are all sold.
- b. Halloween movie - Amber reported there were 90 attendees.

New Business:

- a. Pageant Check Received - Amber reported the pageant check in the amount of \$327.45 has been received and sent to the new building fund.
- b. Tax Deposit Received - Amber reported a tax deposit of \$5,666.86 has been received.
- c. Nauvoo Market Donations - Amber reported the Nauvoo Market is taking donations for the Nauvoo Community Center Capital Campaign Committee. Brenda moved and Sandy seconded to take the quilt and painting to the Nauvoo market. Motion carried.
- d. Christmas Movie - Amber reported the movie, "Nutcracker and the Four Realms," will be December 14th at 2:00 in the gym.
- e. Per Capita 2020 - Amber asked board members if they had done their homework.
 - 1) Review Chapter 3, "Personnel," of "Serving Our Public 3.0: Standards for Illinois Public Libraries, 2014."
 - 2) The Board of Trustees shall review chapters 11-14 and all appendices of the "Trustee Facts File Third or Fourth Edition.
 - 3) One board member watch a training video. Julie did this.
- f. Vote on December Board Meeting - Brenda moved and Teri seconded a motion not to have a December meeting.

Update from the Nauvoo Community Center Capital Campaign Committee

Elaine reported there will be a cookie event in December. Also she reported that we are continuing to receive donations.

Open Discussion

Brenda asked if we had thought of Christmas gifts for Amber and Alicia. Julie moved and Brenda seconded that we give each of them \$100.

Next Board Meeting January 20, 2020 at 7:00 p.m.

Adjournment - Brenda moved and Sandy seconded a motion to adjourn. Meeting adjourned at

7:21 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

Minutes of the Library Board Meeting October 21, 2019

The October 21, 2019 Library Board Meeting was called to order at 7:00 p.m. by Vice-President Rosie McKoon. Members present were: Elaine Ferguson, Patricia Haigh, Jim Hopp, Rosie McKoon, Teri Siegfried, and Sandy Wiemann. Also present were staff members Amber Bevier and Alicia LeVesque.

Patty moved and Sandy seconded approval of the agenda; motion carried. Teri moved and Jim seconded approval of the September, 2019 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$70,338.81. Elaine moved to approve the treasurer's report. Patty seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for September, 2019 was 1053. Digital Circulation was Overdrive - 29 and Axis 360 - 23. Renewal from RSA catalog was 76. Books borrowed from other libraries (transit to) was 315. Books borrowed from our library (transit from) was 114. Reciprocal Borrows was 0. Visitors to the library in October was 536 - an average of 22 per day.

Old Business:

- a. Cookbooks - Amber reported we have 1 cookbook left.
- b. Halloween movie - Amber reported the movie will be this coming Saturday at 2:00 p.m.

New Business:

- a. Winter Story Time - Elaine moved and Sandy seconded that Story Time be cancelled for December - March. Motion carried
- b. Canned goods for overdue fees in December - Amber reported that without objection she will continue this again this year. No one objected.
- c. Auction Update - Elaine reported that the auction was a huge success with \$34,000 being raised.

Update from the Nauvoo Community Center Capital Campaign Committee

Elaine reported that the committee has been busy with the auction.

Open Discussion

None

Next Board Meeting November 18, 2019 at 7:00 p.m.

Adjournment - Teri moved and Patty seconded a motion to adjourn. Meeting adjourned at 7:18 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

Minutes of the Library Board Meeting September 16, 2019

The September 16, 2019 Library Board Meeting was called to order at 7:03p.m. by President Dianne Adkisson. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Jim Hopp, Julie Johnson, Rosie McKoon, and Teri Siegfried. Also present were

staff members Amber Bevier and Alicia LeVesque.

Brenda moved and Rosie seconded approval of the agenda; motion carried. Patty moved and Brenda seconded approval of the August, 2019 minutes; motion carried.

The treasurer's report was read by Dianne: a balance of \$57,715.14. Elaine moved to approve the treasurer's report. Teri seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for August, 2019 was 1175. Digital Circulation was Overdrive - 41 and Axis 360 - 23. Renewal from RSA catalog was 49. Books borrowed from other libraries (transit to) was 304. Books borrowed from our library (transit from) was 133. Reciprocal Borrows was 2. Visitors to the library in October was 766 - an average of 27 per day.

Old Business:

a. Cookbooks - Amber reported we have 2 cookbooks left.

New Business:

a. Halloween movie - Amber reported the Halloween movie, "Cocoa," will be held at the gym.

b. Pageant Concessions check - Amber reported she has not yet received the check, but asked where it should go when she does receive it. The board directed her to donate it to the Nauvoo Community Center Capital Campaign.

c. Board Members please donate - Dianne asked that all board members donate to the Community Center Capital Campaign. It is important that all board members are recognized as supporters.

Update from the Nauvoo Community Center Capital Campaign Committee

Dianne, Elaine, and Amber reported that the committee is busy getting ready for the October 12 auction. All donations should be taken to Outlaw Tees by October 1.

Open Discussion

a. Dianne reported she will not be at the October board meeting.

b. Amber reported that she talked to Carol at City Hall about the sidewalk. Carol had no information. The board directed Amber to call Jim Boyles or Barry Cuthbert.

c. Amber reported she made a tax deposit today in the amount of \$16,692.42.

d. Scarecrow - Alicia asked for help with the scarecrow. Rosie and Julie volunteered.

Next Board Meeting October 21, 2019 at 7:00 p.m.

Adjournment - Teri moved and Rosie seconded a motion to adjourn. Meeting adjourned at 7:29 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

Minutes of the Library Board Meeting August 19, 2019

The August 19, 2019 Library Board Meeting was called to order at 7:00 p.m. by President Dianne Adkisson. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Jim Hopp, Teri Siegfried, Rosie McKoon, and Sandy Wiemann. Also present were staff members Amber Bevier and Alicia LeVesque.

Brenda moved and Rosie seconded approval of the agenda; motion carried. Sandy moved and Terri seconded approval of the July 2019 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$62,204.23. Jim moved to approve the

treasurer's report. Brenda seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for July, 2019 was 1497. Digital Circulation was Overdrive - 20 and Axis 360 - 118. Renewal from RSA catalog was 91. Books borrowed from other libraries (transit to) was 324. Books borrowed from our library (transit from) was 110. Reciprocal Borrows was 5. Visitors to the library in October was 1059 - an average of 41 per day.

Old Business:

- a. Cookbooks - Amber reported we have 3 cookbooks left.
- b. Grape Festival library float - Amber reported that the committee met and planned the float. Amber is looking for children to participate.
- c. "Antique" items upstairs - Alicia's mom is going to repurpose a few items to make them sell.

New Business:

- a. Library Scarecrow - The board decided to make a Mercer Mayer "Critter." Board members will make him at the September meeting.
- b. Community Center Auction Donations - Amber asked the board for direction on how much we should spend on our donation basket. Elaine moved and Rosie seconded a motion to spend up to \$200. Motion passed.
- c. NC5 committee printing - Amber reported that the committee is no longer going to rent a space at the old school and therefore will not have a space to use the library computer and printer. Brenda moved and Sandy seconded a motion to allow NC5 to use the library printer without charging. The library will count the amount as an in-kind donation.
- d. Evelyn Cote is donating an American Girl doll and Ann of Green Gables clothing for a fall raffle fundraiser. Elaine is donating a Lego set for the raffle. Dianne will look for an Ann of Green Gables DVD.

Update from the Nauvoo Community Center Capital Campaign Committee

Dianne, Elaine, and Amber updated the board on the NCCCCC. The Auction is October 12. The committee needs to know by September 15 what donations people are making. The float is underway. Roger is leaving September 5. Gary Schoeni is joining the committee.

Open Discussion

None

Next Board Meeting September 16, 2019 at 7:00 p.m.

Adjournment - Brenda moved and Teri seconded a motion to adjourn. Meeting adjourned at 7:29 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

**Minutes of the Library Board Meeting
July 15, 2019**

**The July 15, 2019 Library Board Meeting was called to order at 7:00 p.m. by
President Dianne
Adkisson. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine
Ferguson, Patricia**

Haigh, Julie Johnson, Rosie McKoon, and Sandy Wiemann. Also present were staff members

Amber Bevier and Alicia LeVesque.

Brenda moved and Rosie seconded approval of the agenda; motion carried.

Patty moved and

Julie seconded approval of the June 2019 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$42,791.47. Brenda moved to approve

the treasurer's report. Rosie seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for June, 2019 was 1444.

Digital

Circulation was Overdrive - 21 and Axis 360 - 22. Renewal from RSA catalog was 127. Books

borrowed from other libraries (transit to) was 382. Books borrowed from our library (transit

from) was 131. Reciprocal Borrows was 1. Visitors to the library in October was 936 - an

average of 37 per day.

Old Business:

a. Cookbooks - Amber reported we have 7 cookbooks left.

New Business:

a. Per Capital check received - Amber reported \$1436.25 was received.

b. Tax Deposit received - Amber reported \$23,122.00 was received.

c. Grape Festival library float - Amber reported the NCCCCC is planning to have a library

float in the parades.

d. Antique items upstairs - Amber reported there are a few items upstairs that might be good

items for the NCCCCC auction. Board decided the red cabinets and card catalogue might

be good items.

e. Halloween movie location - Amber asked where we should plan the movie.

The board

directed her to check with Matt and see if we can use the theater.

Update from the Nauvoo Community Center Capital Campaign Committee

Dianne and Elaine updated the board on the NCCCCC. There has been money coming in during the past few weeks. This month an advertisement was in the BYU magazine. We should know in August about the LDS church's decision to donate. Raffle didn't go well. Roger is leaving Sept. 5. Brochures are out. Testimonials are being sought from community members. We may have a new member soon on the committee. There will be a community meeting next Monday night at 6:30 at City Hall.

Open Discussion

Julie asked if missionaries were eligible for free library cards.

Next Board Meeting - August 19, 2019 at 7:00 p.m.

Adjournment - Brenda moved and Rosie seconded a motion to adjourn.

Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

Minutes of the Library Board Meeting

June 17, 2019

The June 17, 2019 Library Board Meeting was called to order at 7:00 p.m. by President Dianne Adkisson. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Jim Hopp, Julie Johnson, Rosie McKoon, Teri Siegfried, and Sandy Wiemann. Also present were staff members Amber Bevier and Alicia LeVesque.

Brenda moved and Rosie seconded approval of the agenda; motion carried. Sandy moved and Patty seconded approval of the May 2019 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$46,550.51. Julie moved to approve the treasurer's report. Brenda seconded the motion.

Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for May, 2019 was 1493.

Digital

Circulation was Overdrive - 59 and Axis 360 - 13. Renewal from RSA catalog was 131. Books borrowed from other libraries (transit to) was 420. Books borrowed from our library (transit from) was 99. Reciprocal Borrows was 0. Visitors to the library in October was 708 - an average of 27 per day.

Old Business:

- a. Cookbooks - Amber reported we have 8 cookbooks left.**

New Business:

- a. Pageant Concessions - Amber requested board members sign up to work the pageant concession stand.**
- b. Amend Computer Policy to include iPads - Elaine moved and Jim seconded a motion to amend the computer policy to include iPads.**
- c. Amber reported we no longer have to pass prevailing wage ordinance.**
- d. Approve IPLAR - Dianne and Elaine signed the papers to approve IPLAR.**

**Update from the Nauvoo Community Center Capital Campaign Committee
Elaine and Dianne updated the board on the NCCCCC. The trivia night fundraiser has been**

postponed until the fall. The drawing for the raffle will take place Saturday, June 22 at 7:00 p.m.

It will be on Facebook Live. A couple of grant proposals are under way.

**Committee members
are still soliciting funds from local residents as well as our friends in the west.**

Open Discussion

None

Next Board Meeting - July 15, 2019 at 7:00 p.m.

Adjournment - Rosie moved and Brenda seconded a motion to adjourn.

Meeting adjourned at

7:20 p.m.

**Respectfully submitted,
Elaine Ferguson, Secretary**

**Minutes of the Library Board Meeting
May 20, 2019**

The May 20, 2019 Library Board Meeting was called to order at 7:00 p.m. by President Dianne Adkisson. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Jim Hopp, Julie Johnson, Rosie McKoon, Teri Siegfried, and Sandy Wiemann. Also present were staff members Amber Bevier and Alicia LeVesque.

Rosie moved and Brenda seconded approval of the agenda; motion carried. Brenda moved and Patty seconded approval of the April 2019 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$51,098.01. Julie moved to approve the treasurer's report. Jim seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for March, 2019 was 1148. Digital Circulation was Overdrive - 44 and Axis 360 - 56. Renewal from RSA catalog was 51. Books borrowed from other libraries (transit to) was 379. Books borrowed from our library (transit from) was 110. Reciprocal Borrows was 0. Visitors to the library in October was 696 - an average of 27 per day.

Old Business:

- a. Cookbooks - Amber reported we have 10 cookbooks left.

New Business:

- a. Approve Non-Resident Fee - Brenda moved and Sandy seconded that we raise the fee to \$88/year.
- b. Children on computers over summer - The board directed Amber to enforce the 1 hour/day policy.

Update from the Nauvoo Community Center Capital Campaign Committee

Elaine and Dianne updated the board on the 3 upcoming fundraisers: a raffle, a trivia night, and an auction. They also updated the board on the bricks sales.

Open Discussion

Elaine reported that she bought 10 puppets for the library. Amber reported on the programs for summer.

Next Board Meeting - June 17, 2019 at 7:00 p.m.

Adjournment - Sandy moved and Patty seconded a motion to adjourn. Meeting adjourned at 7:20 p.m.

Respectfully submitted,
Elaine Ferguson, Secretary

**Minutes of the Library Board Meeting
April 22, 2019**

The April 22, 2019 Library Board Meeting was called to order at 7:00 p.m. by President Dianne Adkisson. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Jim Hopp, Julie Johnson, Gwen Krumperman, Rosie McKoon, and Sandy Wiemann. Also present were staff members Amber Bevier and Alicia LeVesque. Also present was guest Teri Siegfried.

Gwen moved and Patty seconded approval of the agenda; motion carried. Brenda moved and Rosie seconded approval of the March 18, 2019 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$55,398.63. Rosie moved to approve the treasurer's report. Gwen seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for March, 2019 was 1345. Digital Circulation was Overdrive - 38 and Axis 360 - 68. Renewal from RSA catalog was 147. Books borrowed from other libraries (transit to) was 354. Books borrowed from our library (transit from) was 110. Reciprocal Borrows was 5. Visitors to the library in October was 625 - an average of 24 per day.

Old Business:

- a. Cookbooks - Amber reported we have 11 cookbooks left.

New Business:

- a. Meet New Member - Amber introduced new member Teri Siegfried who will be replacing Gwen Krumperman.
- b. Per Capita was accepted - \$1,436.25
- c. Elections - Gwen presented the following slate for officers: President - Dianne Adkisson, Vice President - Rosie McKoon, Secretary - Elaine Ferguson, Treasurer - Sandy Wiemann. Brenda moved to accept the slate as presented. Sandy seconded. Motion carried.
- d. In memory of Art - Patty moved and Julie seconded that we buy two books in memory of Art. Dianne and Brenda suggested several books to Amber which he would love.

Update from the Nauvoo Community Center Capital Campaign Committee

Elaine reported that the committee is encouraging the library board members make a contribution to the capital campaign. Dianne reported that there are going to be 3 upcoming fundraisers. Elaine reported that the committee is still seeking donations.

Open Discussion

Dianne thanked Gwen for her service on the library board and wished her well. All board members agreed that Gwen will be missed.

Next Board Meeting - May 20, 2019 at 7:00 p.m.

Adjournment

Sandy moved and Rosie seconded meeting be adjourned. Meeting was adjourned at 7:20 p.m.

Respectfully submitted,
Elaine Ferguson, Secretary

Nauvoo Community Center Capital Campaign Committee (NCCCCC) Report to Library Board September 17, 2018

The Nauvoo Community Center Capital Campaign Committee (NCCCCC) met Aug. 23 and Sept. 13 from 4:00-5:30 at City Hall.

Task Updates

- Finalized September and October sign-up calendar for NCCCCC Informational Meetings
- Finalized **Frequently Asked Questions** document
- Roger's nephew is volunteering to work on video script pro bono.
- Roger contacted someone to do the design work on the building brochure and folder for the group meetings.
- Roger recommended we proceed with the production of a 3-5 minute video.
- Roger recommended we contact the architect and get renderings of the interior space (library, foyer, and community room).
- Wrote a list of problems with the old building to add to packet
- Pledge Sheets finished
- Passed out business cards and thank you notes to committee members
- Listened to a speech by Karen as how to run a meeting with potential donors
- Packets of materials made for presenters at Informational Meetings
- Keokuk Area Community Foundation grant written and mailed Friday, Aug. 31
- Roger and Larry meeting with committee members to teach them the software program, Charity Proud
- Hancock County Journal Pilot contacted committee member and wants him to write an article about the NCCCCC whenever we are ready

- Ordered 1500 brochures and 1500 folders
- Informational meetings have begun. The first two were this afternoon at 4:00 and 6:00.

Submitted by Elaine Ferguson

Minutes of the Library Board Meeting

March 18, 2019

The March 18, 2019 Library Board Meeting was called to order at 7:00 pm by President Dianne Adkisson. Members present were: Dianne Adkisson, Brenda Adkisson, Patricia Haigh, Gwen Krumpferman, Sandy Wiemann, and Jim Hopp. Absent were Julie Johnson, Elaine Ferguson, and Rosie McKoon. Also present were staff members Amber Bevier and Alicia LeVesque.

Brenda moved and Patty seconded approval of the agenda; motion carried. Brenda moved and Sandy seconded approval of the minutes from the February meeting; motion carried.

The treasurer's report was read by Sandy: a balance of \$63,553.09. Patty moved to approve the treasurer's report; Jim seconded. Motion carried.

Librarian's report:

Amber gave the Librarian's Report. Circulation for February, 2019 was 1091. Digital Circulation for February was: Overdrive, 42; Axis 360, 29. Renewal from RSA Catalog was 76. Books borrowed from other libraries(transit to) were 481. Books borrowed from our library (transit from) were 133. Reciprocal borrows = 3. Visitors to the library in January were 577, an average of 24 per day.

Old Business:

We still have 13 cookbooks left to sell. We will be pushing them.

New Business:

- a. Nominations for officers (to be voted upon in April) were discussed. Dianne is willing to fill the role of President in the future; Sandy can still fulfill the Treasurer and Rosie, the Vice President spots. Up in the air is the role of Secretary: Elaine has served for several years and would welcome a break. Gwen has just sold her home and cannot fill that capacity. So the problem remains unresolved. We will continue the discussion in April.
- b. Alan Moberly would like to write an article for the Journal Pilot on the history of our Library. Amber is working with him on information, and will review materials compiled for the Library's 100th Anniversary.
- c. We discussed the Budget for the coming year. This year our income is projected to be \$64,391, but this amount will decrease within the next five years because of the Pilot Program being phased out. Major point of discussion was the salary increases of Library Staff: Amber is being offered \$14.00 per hour, an increase of \$.50/hour. Alicia is being offered \$10.40/hour, an increase of \$1.15/hour. Both would take effect on May 1. Brenda moved that the Budget be passed; Jim seconded. Motion carried.

Update from Nauvoo Community Center Capital Campaign Committee:

- a. Fundraising activities will continue to be an emphasis. First will be a Raffle, then a Trivia Night on June 20, and on October 12, an auction. Items for the auction will be sought from different sources. Rita Souther and Barb Schafer will chair this event

Open Discussion: None

Next Board Meeting: April 15, 2019 at 7:00 pm

Adjournment:

Brenda moved and Patty seconded meeting be adjourned. Meeting was adjourned at 7:25 pm.

Respectfully submitted

Gwen Krumperman

For Elaine Ferguson, Secretary

Minutes of the Library Board Meeting

February 18, 2019

The February 18, 2019 Library Board Meeting was called to order at 7:00 pm by President Dianne Adkisson. Members present were: Dianne Adkisson, Brenda Adkisson, Rosie McKoon, Patricia Haigh, Gwen Krumperman, Sandy Wiemann, and Jim Hopp. Absent were Julie Johnson and Elaine Ferguson. Also present was staff member Amber Bevier.

Brenda moved and Rosie seconded approval of the agenda; motion carried. Sandy moved and Patty seconded approval of the minutes from the January meeting; motion carried.

The treasurer's report was read by Sandy: a balance of \$66,208.60. Brenda moved to approve the treasurer's report; Jim seconded. Motion carried.

Librarian's report:

Amber gave the Librarian's Report. Circulation for January, 2019 was 1100. Digital Circulation for January was: Overdrive, 34; Axis 360, 13. Renewal from RSA Catalog was 63. Books borrowed from other libraries(transit to) was 379. Books borrowed from our library (transit from) was 126. There were no reciprocal borrows. Visitors to the library in January was 559, an average of 22 per day.

Old Business:

We still have 15 cookbooks left to sell. We will be pushing them.

New Business:

- d. Dianne asked for volunteers to be on the Budget Committee. Sandy, Dianne and Gwen will comprise that committee. Dianne will set up a date for them to meet prior to the March Library Board meeting.
- e. We discussed the option to donate to the RSA again next year as we have done in the past. Patty moved that we give the same \$1000 donation as we have in past years, to benefit patrons who check out e-books. Sandy seconded the motion. Motion carried.
- f. Dianne asked for volunteers to make up a nominating committee for officers to be selected soon. Gwen and Patty volunteered to assist on this matter.
- g. We discussed a possible item to donate for the auction for the Community Center Capital Campaign. Suggestions were: Kindle (particular device to be determined after research), gift cards (Amazon and/or Barnes & Noble), reading light, and a book appropriate for an adult and for a child.

Update from Nauvoo Community Center Capital Campaign Committee:

- b. Roger Black held meeting in Utah—we have not heard report as yet.

- c. We will set up kiosk during Pageant
- d. Soon will be able to order brick pavers
- e. Video is almost ready to put up on website
- f. Trivia Night
- g. Auction will be held October 12. Barb Schafer will chair this event, and Rita Souther will assist. Items for auction will be solicited. Ideas: Baseball tickets (perhaps a Cardinals/Cubs game or Kansas City Chiefs); Peggy Siegfried may give quilt; Casino night; may come up with other items from businesses and local donors.
- h. Music or Entertainment Night (Mike Boley as DJ) possible local talents or someone they may procure.
- i. Committee for the Capital Campaign meets every 2 weeks. Letters will go out soon to friends, former residents and missionaries, businesses, local folks.

Open Discussion: None

Next Board Meeting: March 18, 2019 at 7:00 pm

Adjournment:

Brenda moved and Sandy seconded meeting be adjourned. Meeting was adjourned at 7:23 pm.

Respectfully submitted

Gwen Krumperman

For Elaine Ferguson, Secretary

Minutes of the Library Board Meeting

January 28, 2019

The January 21, 2019 Library Board Meeting was called to order at 7:00 p.m. by President Dianne Adkisson. Members present were: Brenda Adkisson, Dianne Adkisson, Patricia Haigh, Jim Hopp, Gwen Krmperman, Rosie McKoon, and Sandy Wiemann. Also present was staff member Amber Bevier. Absent members were: Elaine Ferguson, Julie Johnson, and Alicia LeVesque.

Brenda moved and Sandy seconded approval of the agenda: motion carried. Gwen moved and Patty seconded approval of the November 2018 minutes: motion carried.

The treasurer's report was read by Sandy: a balance of \$69,622.41. Jim moved to approve the treasurer's report. Brenda seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for November 2018 was 1190. Circulation for December 2018 was 1131. November's Digital Circulation was Overdrive-52 Axis 360-22. December's Digital Circulation was Overdrive-39 Axis 360-36. November's renewal from RSA catalog was 92 and December's was 82. November's books borrowed from other libraries (transit to) 288 and December's was 319. November's books borrowed from our library (transit from) were 116. December's was 116. November's reciprocal borrows was 0 and December's was 0. November's visitors to the library were 626/25 per day and December's was 570/24 per day.

Old Business:

- a. Cookbooks-Amber reported we have 15 left and will continue to advertise them.**
- b. Library Raffles- Amber reported we have made \$752 and it will go into the building fund.**
- c. Movie Projector-The new movie projector was used and attendance at the Christmas movie was 23.**

- d. Food pantry donations for overdue books brought in three boxes of food.

New Business:

- a. Tax Deposit received-Amber reported a deposit of \$6,901.76.
- b. Interest received was \$3.22
- c. Per capital-Amber reported that it was completed, turned in, and looked good.
- d. Statements of Economic Interest were signed by all members.

Update from the Nauvoo Community Center of Capital Campaign Committee:

Dianne gave a report on the updates of the committee. She talked about an upcoming auction, fundraisers, and many other ideas to make revenue. She also talked about ideas for sponsorships. Money is starting to come in.

Open discussion:

Dianne said we will need a committee for elections of officers in March. She will appoint them.

Next Board Meeting: February 18, 2019.

Adjournment:

Brenda moved and Patty seconded meeting be adjourned. Meeting was adjourned at 7:19 p.m.

Respectfully submitted,

Rosie McKoon, acting secretary

**Minutes of the Library Board Meeting
November 19, 2018**

The November 19, 2018 Library Board Meeting was called to order at 7:03 p.m. by President Dianne Adkisson. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson,

Patricia Haigh, Jim Hopp, Julie Johnson, Gwen Krumperman, Rosie McKoon, and Sandy Wiemann. Also present were staff members Amber Bevier and Alicia LeVesque.

Brenda moved and Rosie seconded approval of the agenda; motion carried. Gwen moved and Sandy seconded approval of the October 2018 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$60,025.52. Brenda moved to approve the treasurer's report. Patty seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for October, 2018 was 1711. Digital Circulation was Overdrive - 55 and Axis 360 - 16. Renewal from RSA catalog was 102. Books borrowed from other libraries (transit to) was 478. Books borrowed from our library (transit from) was 134. Reciprocal Borrows was 0. Visitors to the library in October was 792 – an average of 29 per day.

Old Business:

- a. Cookbooks - Amber reported we have 17 cookbooks left. The board directed Amber to advertise them. She will post on Facebook and in the front window.
- b. Library Raffles - Amber reported we have made \$572 from the raffles.
- c. Movie Projector - Jim reported that our projector cannot be repaired. Brenda moved and Elaine seconded a motion to allow Jim to research and spend up to \$1,000 on a new projector and screen.

New Business:

- a. Tax Deposit Received - Amber reported a tax deposit of \$28,619.01.
- b. Per Capita - Amber asked if all board members had read the following:
 - 1. Trustee Facts File - Ch. 6-10
 - 2. Serving Our Public 3.0: Standards for Illinois Public Libraries - Chapter 8She thanked Patti for watching the training video - Beyond Assistive Technology.
- c. Winter Story Time - The board directed Amber to cancel Story Time for Nov. 28 and the winter months of Dec., Jan., Feb., and March. Story Time will resume in April.
- d. Food Pantry Donations for Overdue Books - The board directed Amber to choose 2 weeks in December for patrons to donate to the Food Pantry in exchange for forgiveness of overdue fines.
- e. Christmas gifts - The board discussed Christmas gifts for Amber and Alicia. Elaine moved and Gwen seconded that we give each one \$100. Motion carried.
- f. Library sponsorships - The board discussed whether or not to offer sponsorships for parts of the new building. Gwen moved and Elaine seconded that we offer sponsorships. Motion carried 5 to 3.
- g. Vote on December meeting - Brenda moved and Patty seconded to cancel the Dec. meeting. Motion carried.

Update from the Nauvoo Community Center Capital Campaign Committee

Elaine reported that the committee is winding up the community meetings by writing thank you notes to attendees. The committee is still working on collecting major donations. The group going to Utah is still planning that trip for sometime in January or February.

Open Discussion

None

Next Board Meeting - January 21, 2019 at 7:00 p.m.

Adjournment

Brenda moved and Jim seconded meeting be adjourned. Meeting was adjourned at 7:42 p.m.
Respectfully submitted,
Elaine Ferguson, Secretary

Minutes of the Library Board Meeting October 15, 2018

The October 15, 2018 Library Board Meeting was called to order at 7:00 p.m. by President Dianne Adkisson. Members present were: Brenda Adkisson, Dianne Adkisson, Elaine Ferguson, Patricia Haigh, Julie Johnson, Gwen Krumperman, Rosie McKoon, and Sandy Wiemann. Absent was Jim Hopp. Also present were staff members Amber Bevier and Alicia LeVesque.

Rosie moved and Sandy seconded approval of the agenda; motion carried. Patty moved and Gwen seconded approval of the September 2018 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$35,880.58. Brenda moved to approve the treasurer's report. Julie seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for August, 2018 was 1330. Digital Circulation was Overdrive - 51 and Axis 360 - 101. Renewal from RSA catalog was 69. Books borrowed from other libraries (transit to) was 365. Books borrowed from our library (transit from) was 139. Reciprocal Borrows was 0. Visitors to the library was 705 - an average of 29 per day.

Old Business:

- a. Cookbooks - Amber reported we have 17 cookbooks left.
- b. Amber reported she has made no progress with Jane getting permission to put the newspapers online. The board directed her to discontinue trying.
- c. Library Raffles - We have made \$478 from the first three raffles.

New Business:

- a. Amber reported a tax deposit of \$9,113.00.
- b. Amber reported a Pageant Concessions Check in the amount of \$699.73 was received. The board directed her to deposit it in the building fund.
- c. Amber reported our projector has died. The board directed her to find out the cost of repairing it and the cost of buying a new one.
- d. Amber reported that due to problems at the theater, we cannot use Grandpa John's for our Halloween movie. The board directed Amber to cancel the movie due to lack of a place to show it and lack of a projector.

Update from the Nauvoo Community Center Capital Campaign Committee

Elaine reported that for the past 4 weeks the NCCCCC has held 12 community meetings with 3 to go this week. Dianne reported that at the community meetings we took notes of all questions and comments, and the committee plans to review those questions and comments at its next meeting. Also Dianne reported that the committee will be sending a group of members west to seek donations.

Open Discussion

None

Next Board Meeting - November 19, 2018 at 7:00 p.m.

Adjournment

Patty moved and Rosie seconded meeting be adjourned. Meeting was adjourned at 7:29 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

**Minutes of the Library Board Meeting
September 17, 2018**

The September 17, 2018 Library Board Meeting was called to order at 7:00 p.m. by President Dianne Adkisson. Members present were: Dianne Adkisson, Gwen Krumperman, Sandy Wiemann, Elaine Ferguson, Jim Hopp, Patricia Haigh, and Julie Johnson, and Brenda Adkisson. Absent was Rosie McKoon. Also present were staff members Amber Bevier and Alicia LeVesque.

Brenda moved and Gwen seconded approval of the agenda as amended; motion carried. Patty moved and Sandy seconded approval of the August, 2018 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$31,351.71. Jim moved to approve the treasurer's report. Julie seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for August, 2018 was 1803. Digital Circulation was Overdrive - 53 and Axis 360 - 137 Renewal from RSA catalog was 203. Books borrowed from other libraries (transit to) was 408. Books borrowed from our library (transit from) was 117. Reciprocal Borrows was 1. Visitors to the library was 969 - an average of 36 per day.

Old Business:

- a. Cookbooks - Amber reported we have 17 cookbooks left.
- b. Amber reported she has made no progress with Jane getting permission to put the newspapers online. She will keep trying.
- c. Library Raffles - We have made \$222 from the first three raffles.

New Business:

- a. Donation to RSA - The board gave Amber permission to donate the budgeted amount of \$1,000.
- b. Raffle Money - The board directed Amber to put the money into our building fund. The board further directed her to send the money to the city when all raffle monies are in.
- c. Naming sections of new library after donors? - The board decided not to name sections of the library after donors.
- d. Publish library attendance - The board suggested that Amber publish attendance numbers in the Nauvoo Newsletter and in the window display.

Update from the Nauvoo Community Center Capital Campaign Committee

Attached is a copy of Elaine's report.

Open Discussion

None

Next Board Meeting - October 15, 2018 at 7:00 p.m.

Adjournment

Brenda moved and Gwen seconded meeting be adjourned. Meeting was adjourned at 7:29 p.m.

Respectfully submitted,
Elaine Ferguson, Secretary

Minutes of the Library Board Meeting August 20, 2018

The August 20, 2018 Library Board Meeting was called to order at 7:00 p.m. by President Dianne Adkisson. Members present were: Dianne Adkisson, Rosie McKoon, Gwen Krumperman, Sandy Wiemann, Elaine Ferguson, Jim Hopp, Patricia Haigh, and Julie Johnson, and Brenda Adkisson. Also present were staff members Amber Bevier and Alicia LeVesque.

Rosie moved and Gwen seconded approval of the agenda as amended; motion carried. Patty moved and Jim seconded approval of the July, 2018 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$33,418.84. Brenda moved to approve the treasurer's report. Rosie seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for July, 2018 was 1594. Digital Circulation was Overdrive - 49 and Axis 360 - 71 Renewal from RSA catalog was 114. Books borrowed from other libraries (transit to) was 361. Books borrowed from our library (transit from) was 106. Reciprocal Borrows was 0. Visitors to the library was 943 - an average of 38 per day.

Old Business:

- a. Cookbooks - Amber reported we have 20 cookbooks left.
- b. Amber reported she has made no progress with Jane getting permission to put the newspapers online. She will keep trying.

New Business:

- a. Library Giveaway - Board members shared what they had received from the local businesses. A myriad of things were collected. The board members arranged the items in baskets to be raffled over the next few months.
- b. Library Scarecrow - The board members decided to make a Cat in the Hat scarecrow. Members will look for a Cat in the Hat costume and hat and report to other members when they

find something. Board members also decided to meet an hour earlier at our next meeting to put the scarecrow together.

Update from the Nauvoo Community Center Capital Campaign Committee

Attached is a copy of Elaine's report.

Open Discussion

Next Board Meeting - September 17, 2018 at 6:00 p.m.

Adjournment

Brenda moved and Sandy seconded meeting be adjourned. Meeting was adjourned at 7:57 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

Nauvoo Community Center Capital Campaign Committee (NCCCCC)

Report to Library Board

August 20, 2018

The Nauvoo Community Center Capital Campaign Committee (NCCCCC) met July 26 and August 9 from 4:00-5:30 at City Hall.

Task Updates

- Ordered the following:
 - Business cards
 - Thank you notes
 - Letterhead and envelopes
- Sign up in the old school yard
- Meetings with the public to start soon
 - Sept. 17 - Oct. 19
 - Hotel Nauvoo
- Bricks in progress
- Major donor contacts in progress
- Charity Proud Software purchased
- Grant proposal in progress

Submitted by Elaine Ferguson

Minutes of the Library Board Meeting

July 16, 2018

The June 16, 2018 Library Board Meeting was called to order at 7:00 p.m. by President Dianne Adkisson. Members present were: Dianne Adkisson, Rosie McKoon, Gwen Krumperman, Sandy Wiemann, Elaine Ferguson, Jim Hopp, Patricia Haigh, and Julie Johnson. Absent was Brenda Adkisson. Also present were staff members Amber Bevier and Alicia LeVesque.

Gwen moved and Sandy seconded approval of the agenda; motion carried. Sandy moved and Rosie seconded approval of the June, 2018 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$39,297.26. Jim moved to approve the treasurer's report. Patty seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for June, 2018 was 1527. Digital Circulation was Overdrive - 42 and Axis 360 - 70. Renewal from RSA catalog was 109. Books borrowed from other libraries (transit to) was 397. Books borrowed from our library (transit from) was 115. Reciprocal Borrows was 1. Visitors to the library was 835 - an average of 32 per day.

Old Business:

- a. Cookbooks - Amber reported we have 21 cookbooks left.
- b. Amber reported she sent a letter to Jane about putting the newspapers online. She has not heard back from Jane yet.

New Business:

- a. Amber asked if we wanted to have a Library Giveaway. Alicia suggested a raffle of a basket with local goods donated by local businesses. The following solicitation assignments were made:

Rosie - Baxters, Grandpa Johns, Hotel Nauvoo, Kraus Furniture

Gwen - Fudge Factory, Art Gallery, Zion's Mercantile, Allyn House, Joanne Gallaher

Patty - Bank, Bob Hopp, Car Wash

Amber - Pharmacy

Sandy - Nauvoo Mill and Bakery, Nauvoo Salon, Sherry Saint

Julie - Outlaw Tees, Sheer Design, The Apron, Needlework Shop

Alicia - Winning Looks, Annie's

Jim - Casey's Uptown Shell, Nauvoo Inn and Suites, Hop Computers

- b. Amber asked about policy on throwing out old agendas/minutes, receipts, etc. The board directed her to keep the agendas and minutes. She was instructed to keep receipts for the last 7 years.

Update from the Nauvoo Community Center Capital Campaign Committee

Attached is a copy of Elaine's report.

Open Discussion

Gwen reported she would be working tomorrow night at the pageant and asked if anyone else was planning to work at the pageant. Elaine said she would be working too.

Patty reported that she took her grandson to the Mad Science library presentation. She reported that Dangerous Dan from St. Louis was a huge success and that he really reached the kids.

Next Board Meeting - August 20, 2018 at 7:00 p.m.

Adjournment

Patty moved and Jim seconded meeting be adjourned. Meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

**Nauvoo Community Center Capital Campaign Committee
(NCCCCC)**

Report to Library Board July 16, 2018

The Nauvoo Community Center Capital Campaign Committee (NCCCCC) met June 28, and July 12 from 4:00-5:00 at City Hall.

*Tasks update

- Still working on website, brochures, fact sheets, information packets, and video. Should be ready soon.
- Roger found an ad agency expert (from a big ad agency in Chicago) who will advise us on the above things pro bono.
- Plan for donor recognition complete. (Bricks outside and Wall Plaques inside the building.)
- Began soliciting donors this past 2 weeks. Will continue soliciting until we reach our goal.
- John is getting estimates for a video from 4 different companies.
- John has made a sign for the school yard. We are waiting on JULIE before digging.
- Roger and Karen are working as a subcommittee to plan solicitation meetings at Hotel Nauvoo.
- Roger is creating business cards and thank you notes for committee members.
- The Public Phase Committee is working on the brick program.

Submitted by Elaine Ferguson

Minutes of the Library Board Meeting June 18, 2018

The June 18, 2018 Library Board Meeting was called to order at 7:00 p.m. by President Dianne Adkisson. Members present were: Dianne Adkisson, Rosie McKoon, Gwen Krumperman, Sandy Wiemann, Elaine Ferguson, Brenda Adkisson, Jim Hopp, and Patricia Haigh. Absent was Julie Johnson. Also present were staff members Amber Bevier and Alicia LeVesque.

Rosie moved and Jim seconded approval of the agenda; motion carried. Gwen moved and Brenda seconded approval of the May, 2018 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$42,822.49. Brenda moved to approve the treasurer's report. Patty seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for May, 2018 was 1411. Digital Circulation was Overdrive - 51 and Axis 360 - 34. Renewal from RSA catalog was 140. Books borrowed from other libraries (transit to) was 473. Books borrowed from our library (transit from) was 109. Reciprocal Borrows was 4. Visitors to the library was 734 - an average of 28 per day.

Old Business:

- a. Cookbooks - Amber reported we have 25 cookbooks left.
- b. Amber reported she asked Carrie if we need to amend the budget since we received a check from the Tracy Foundation. Carrie said we don't need to.
- c. Amber reported she is still working to get a signature so we can put newspapers online.

New Business:

- a. Amber reported we need to pass the Prevailing Wage Ordinance. Brenda moved and Rosie seconded that we do so. Motion carried. Board members signed.
- b. Amber reported IPLAR is finished and needs Dianne's and Elaine's signatures.
- c. Amber asked for Pageant concession volunteers.

Update from Public Spaces Committee

Attached is a copy of Elaine's report.

Open Discussion

None

Next Board Meeting - July 16, 2018 at 7:00 p.m.

Adjournment

Brenda moved and Rosie seconded meeting be adjourned. Meeting was adjourned at 7:21 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

Nauvoo Community Center Capital Campaign Committee (NCCCCC) Report to Library Board

May 21, 2018

The Nauvoo Community Center Capital Campaign Committee (NCCCCC) met May 24, May 31, and June 7 from 4:00-5:00 at City Hall.

***Tasks update**

- Case statement completed
- Letterhead completed
- Website in progress
- Software (Charity Proud) purchased
- Brochure in progress
- Video - may be worthwhile/could be used on website
- Milestone of end of June to be ready to approach donors
- Engraved pavers (brick sales) program underway
- Need to start securing donations from non-resident families
- Need to start securing donations from locals

- Need to start securing donations from friends of Nauvoo
- Packets to give prospective donors need to be completed
- A billboard will be placed on the proposed site
- Roger has found someone who works for a large ad agency in Chicago who has agreed to help us pro bono.
- #1 priority right now is to get the proposed list of potential donors completed so committee members can be assigned people to contact.

Submitted by Elaine Ferguson

Minutes of the Library Board Meeting

May 21 , 2018

The May 21, 2018 Library Board Meeting was called to order at 7:03 p.m. by President Dianne Adkisson. Members present were: Dianne Adkisson, Rosie McKoon, Gwen Krumperman, Sandy Wiemann, Elaine Ferguson, Brenda Adkisson, Jim Hopp, and Patricia Haigh. Absent was Julie Johnson. Also present were staff members Amber Bevier and Alicia LeVesque.

Rosie moved and Sandy seconded approval of the agenda; motion carried. Brenda moved and Gwen seconded approval of the April, 2018 minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$42,135.83. Brenda moved to approve the treasurer's report. Rosie seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for April, 2018 was 1351. Digital Circulation was Overdrive - 41 and Axis 360 - 39. Renewal from RSA catalog was 188. Books borrowed from other libraries (transit to) was 399. Books borrowed from our library (transit from) was 145. Reciprocal Borrows was 5. Visitors to the library was 543 - an average of 21 per day.

Old Business:

- a. Cookbooks - Amber reported we have 25 cookbooks left.
- b. Amber reported Friends of the Library money has been moved to city building fund.

New Business:

- a. The board thanked Pam for her service and welcomed Patty Haigh to the board.
- b. Amber reported she received the Per Capita check in the amount of \$892.13 on April 23.
- c. Amber reported the library received a \$5,000 grant from the Tracy Foundation.
- d. Amber asked if we need to amend the budget since we received a \$5,000 grant. The board directed her to check with Carol or Carrie.
- e. Gwen moved and Jim seconded a motion to set the Non Resident Fee for 2018 at \$84.00.
- f. Amber is still trying to get permission to put the Nauvoo newspapers online.

Update from Public Spaces Committee

Attached is a copy of Elaine's report.

Open Discussion

None

Next Board Meeting - June 18, 2018 at 7:00 p.m.

Adjournment

Brenda moved and Sandy seconded meeting be adjourned. Meeting was adjourned at 7:31 p.m.

Respectfully submitted,
Elaine Ferguson, Secretary

Nauvoo Community Center Capital Campaign Committee (NCCCCC) Report to Library Board May 21, 2018

The Nauvoo Community Center Capital Campaign Committee meets every Thursday from 4:00-5:00 at City Hall.

***Sub-Committees**

• Media and Public Face Committee

- Letterhead with tag line was created. Tag line is ***Acknowledging the past, creating the future.***
- Case Statement is written.
- John is working on brochures.

• Solicitation Committee

- Still working on donor list of names and addresses.
- Still working on the pledge form.
- Karen Ihrig's name will be on the pledge form as a contact person.
- Roger needs a project manager software program. He is researching to find one that meets our needs.

• Question and Answer Committee

- Still collecting and writing.

• Donor Acknowledgement Committee

- Letter writing has started.

• Website Committee

- Larry is working on it.

• Research and Grant Writing Committee

- We are eligible to apply for one competitive grant in the amount of \$5,000 from the Keokuk Foundation.

• Public Phase

- Menkes suggested we get busy planning and start the public phase as soon as possible.

***Other**

- Several members of the committee went to West Point, Iowa and met with Dennis Menke, Chairman of Capital Campaign Committee for the Catholic School.
- Computer has been purchased by the library for Roger Black.
- Project plan and budget have been presented to the committee.
- Housing was found for Roger, but fell through. Jordan has 3 leads.
- Elaine and Dianne, as co-chairs, filled out and signed an application for space in the old school building for Roger's office. The application was approved by the Economic Development Committee. A contract has been completed and signed by Dianne and Elaine.
- John finalized internet costs for Roger's office.

- Dianne closed the Friends of the Library account, and Amber deposited that money in the Nauvoo Community Center Fund.
- We are searching for a videographer.

Submitted by Elaine Ferguson

Minutes of the Library Board Meeting April 16 , 2018

The April 16, 2018 Library Board Meeting was called to order at 7:03 p.m. by President Dianne Adkisson. Members present were: Dianne Adkisson, Rosie McKoon, Gwen Krumperman, Sandy Wiemann, Elaine Ferguson, Brenda Adkisson, and Jim Hopp. Absent were Julie Johnson and Pam Knowles. Also present were staff members Amber Bevier and Alicia LeVesque

Rosie moved and Gwen seconded approval of the agenda: motion carried. Sandy moved and Jim seconded approval of the March, 2018 minutes; motion carried. Gwen moved and Elaine seconded approval of the April 2, 2018 special board meeting minutes; motion carried.

The treasurer's report was read by Sandy: a balance of \$46,989.99. Elaine moved to approve the treasurer's report. Brenda seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for March, 2018 was 1174. Digital Circulation was Overdrive - 74 and Axis 360 - 60. Renewal from RSA catalog was 131. Books borrowed from other libraries (transit to) was 466. Books borrowed from our library (transit from) was 137. Reciprocal Borrows was 6. Visitors to the library was 521 - an average of 19 per day.

Old Business:

- a. Tracy Grant - Decisions will be made April 19th.
- b. Cookbooks - Amber reported we have 29 cookbooks left.
- c. Computer purchase - Amber reported she has made the purchase.

New Business:

a. Election - Elaine presented a slate of officers for consideration: President - Dianne, Vice-President - Rosie, Secretary - Elaine, Treasurer - Sandy. There were no nominations from the floor. Jim moved to accept the slate as presented; Brenda seconded. Motion carried.

b. Brenda moved and Gwen seconded disbanding Friends of the Library group. Motion carried.

c. Elaine moved and Rosie seconded a motion to move the money from Friends of the Library to a different account. Brenda moved to move the money to the Nauvoo Community Center Capital Campaign account. Sandy seconded. Motion carried.

d. Book Sale - Amber reported she will hold a Book Sale Saturday, May 26th. Bag donations are welcomed.

Update from Public Spaces Committee

Attached is a copy of Elaine's report.

Open Discussion

None

Next Board Meeting - May 21, 2018 at 7:00 p.m.

Adjournment

Brenda moved and Rosie seconded meeting be adjourned. Meeting was adjourned at 7:17 p.m.

Respectfully submitted,
Elaine Ferguson, Secretary

**Nauvoo Community Center Capital Campaign Committee
(NCCCCC)
Report to Library Board
April 16, 2018**

The Nauvoo Community Center Capital Campaign Committee meets every Thursday from 4:00-5:00 at City Hall.

***Sub-Committees**

- **Media and Public Face Committee**
 - Building has been named Nauvoo Community Center.
 - Letterhead has been created.
 - Tag line has been created - *Acknowledging the past; creating the future.*
 - Case statement is currently in progress.
 - Ideas for honoring donors is currently in progress.
- **Solicitation Committee**
 - The committee hired Krueger Brokerage to accept donations of stock. Direct deposits from IRAs made as charitable distributions are in testing mode.
 - A Major Donor sheet with over 200 names has been created.

- A list of possible ways to donate has been created.
- A draft of a Gift-Range Chart has been created.
- A draft of a Pledge Form has been created.
- A meeting with Dennis and Kate Menke of West Point will be held Tuesday, April 17 at 4:00 in West Point to discuss their capital campaign experience.
- **Question and Answer Committee**
 - A set of questions which might come up as we proceed has been created. Answers to the questions will be written soon.
- **Donor Acknowledgement Committee**
 - Paper and letterhead is needed soon for form letters, etc.
 - The committee is ready to start writing sample letters.
- **Website Committee**
 - A Power Point Presentation has been created. The presentation was presented in Utah in late March to former missionaries.
 - The Power Point Presentation will be a part of the website.
 - A Facebook page will be created.
- **Research and Grant Writing Committee**
 - The committee compiled a list of places to look for grants.
 - They compiled a list of people who might help.
 - They discussed the fact that although we might be awarded a grant, the money might not come in right away.
 - The Keokuk Community Foundation is sponsoring a Grant Workshop April 18 at the Hawkeye Restarutant. Elaine and Larry are attending.
- **Public Phase**
 - A list of potential fundraising ideas was created including: Auction, T-Shirts, Donation Jars, BBQ/Cooking Contest, Brick Sales, Movies at Theater, Couples Dance Contest, Spelling Bee, 5K Glow Walk, and Craft Show.

***Other**

- Roger Black has offered to come back to Nauvoo for one year and help with the Capital Campaign. He has even offered to chair the committee.
- Roger will need an office and a computer. The Library Board agreed to purchase the computer which will come back to the library after Roger is finished with it. Amber checked with Jim Hopp, and the computer is ordered.
- He will need a rental home.

- Greta Wetzel, Executive Director of the Memorial Hospital Foundation spoke to the NCCCCC. She discussed issues to keep in mind while trying to raise funds.
- A recommendation of Harrison Monuments was made for bricks.

Submitted by Elaine Ferguson

Minutes of the Special Library Board Meeting April 2, 2018

A Special Library Board Meeting was called to order April 2, 2018 at 7:00 p.m. by President Dianne Adkisson. Members present were: Dianne Adkisson, Rosie McKoon, Pam Knowles, Gwen Krumpertman, Sandy Wiemann, Elaine Ferguson, Brenda Adkisson, and Julie Johnson. Absent was Jim Hopp. Also present was staff member Amber Bevier.

Pam moved and Brenda seconded approval of the agenda: motion carried.

New Business

a. Discuss computer purchase: The board discussed buying a new computer and printer for Roger Black's use while he is in Nauvoo volunteering his services on the Nauvoo Community Center committee. After considerable discussion, Brenda moved to buy a new computer, not to exceed \$2380, for his use with the understanding that the computer will be the property of the library and will be returned to the library at the end of the capital campaign. Gwen seconded; motion carried.

Open Discussion

None

Adjournment

Rosie moved and Sandy seconded meeting be adjourned. Meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

Minutes of the Library Board Meeting March 19, 2018

The March 19, 2018 Library Board Meeting was called to order at 7:00 p.m. by President Dianne Adkisson. Members present were: Dianne Adkisson, Rosie McKoon, Pam Knowles, Gwen Krumpertman, Sandy Wiemann, Elaine Ferguson, Brenda Adkisson, and Jim Hopp. Absent was Julie Johnson. Also present were staff members Amber Bevier and Alicia LeVesque. Rosie moved and Gwen seconded approval of the agenda: motion carried. Brenda moved and Sandy seconded approval of the February, 2018 minutes; motion carried.

The treasurer's report was read by Gwen: a balance of \$51,808.70. Pam moved to approve the treasurer's report. Jim seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for February, 2018 was 952. Digital Circulation was Overdrive - 47 and Axis 360 - 26. Renewal from RSA catalog was 112. Books borrowed from other libraries (transit to) was 345. Books borrowed from our library (transit from) was 132. Reciprocal Borrows was 0. Visitors to the library was 368 - an average of 15 per day.

Old Business:

- a. Tracy Grant - Amber reported the Formal Application has been submitted.
- b. Cookbooks - Amber reported we have 34 cookbooks left.

New Business:

- a. Approve Budget - Postponed until end of meeting.
- b. Active Shooter Presentation - The board directed Amber to talk to Mike and arrange.
- c. Book Sale in near future? Amber reported she needs to have another book sale. The board directed her to hold one whenever she sees the need. The board further directed her to charge \$1.00/bag.
- d. April Chamber Lunch - Monday, April 9th. Amber asked the board to donate to the Chamber Lunch. Assignments: Rosie - cookies; Sandy & Dianne - chicken salad; Brenda - plates, napkins, silverware; Gwen - fruit; Jim - chips; Elaine - buns (3 dozen); Pam - water.
- a. Approve Budget - The board went into Executive Session at 7:30 to discuss and approve a budget. The board was in Executive Session until 7:35.

Update from Public Spaces Committee

Attached is a copy of Elaine's report.

Open Discussion

Dianne reported that she looked at the checking account of Friends of the Library, which has been inactive for over 3 years. The account was turned over to the library board after several years of inactivity. Dianne asked the board to give some consideration as to what we want to do with this money.

Next Board Meeting - April 16, 2018 at 7:00 p.m.

Adjournment

Brenda moved and Rosie seconded meeting be adjourned. Meeting was adjourned at 7:37 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

Executive Session Minutes**Library Board Meeting****March 19, 2018**

The Board went into Executive Session at 7:30 to discuss and approve a budget. Elaine moved and Pam seconded to give Amber a one week vacation. The proposed budget allows for a 50 cent/hour raise for both Amber and Alicia. Pam moved to approve the budget as proposed (with Elaine's motion), and Gwen seconded. Motion approved. The Board went back into Open Session at 7:35 p.m.

Minutes of the Library Board Meeting February 19, 2018

The February 19, 2018 Library Board Meeting was called to order at 7:00 p.m. by President Dianne Adkisson. Members present were: Dianne Adkisson, Rosie McKoon, Pam Knowles, Gwen Krumperman, Sandy Wiemann, Elaine Ferguson, Brenda Adkisson, and Jim Hopp. Absent was Julie Johnson. Also present was staff member Amber Bevier. Staff member Alicia LeVesque was absent.

Brenda moved and Rosie seconded approval of the agenda: motion carried. Pam moved and Gwen seconded approval of the January, 2018 minutes; motion carried.

The treasurer's report was read by Dianne: a balance of \$55,288.66. Gwen moved to approve the treasurer's report. Sandy seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for January, 2018 was 751. Digital Circulation was Overdrive - 54 and Axis 360 - 92. Renewal from RSA catalog was 91. Books borrowed from other libraries (transit to) was 337. Books borrowed from our library (transit from) was 135. Reciprocal Borrows was 1. Visitors to the library was 360 - an average of 14 per day.

Old Business:

- a. Tracy Grant - Amber reported the Pre-Application phase is complete and accepted.
- b. New printer/copier - Amber reported the new printer/copier is here.
- c. Statements of Economic Interest - Amber asked Dianne to fill out her document.

New Business:

- a. Assign Temporary Treasurer - Dianne assigned Gwen as temporary treasurer.
- b. Create Budget Committee - Dianne assigned the budget committee: Dianne, Amber, Gwen, and Sandy.
 - 1. Donation to RSA - The board directed the budget committee to budget for the donation to RSA if it works into the budget.
- c. Cookbooks - The Board directed Amber to add a shipping charges to cookbooks mailed.
- h. Sexual Harassment Policy Approval - Pam moved and Sandy seconded approval of the Sexual Harassment Policy. Motion carried.

Update from Building Committee

Elaine reported the Building Committee, now named Public Spaces Committee, met Saturday, February 3. Roger Black was present, and he gave us guidance as to what we need to do from here on out. Elaine will forward a copy of his suggestions to Board Members.

Elaine further announced the committee will be meeting Thursday, February 22. One item on the agenda for that meeting is the appointment of Co-Chairs for the Capital Campaign Committee. John has asked Dianne and Elaine to accept that responsibility.

Open Discussion

None

Next Board Meeting - March 19, 2018 at 7:00 p.m.

Adjournment

Brenda moved and Jim seconded meeting be adjourned. Meeting was adjourned at 7:25 p.m.
Respectfully submitted,

Elaine Ferguson, Secretary

**Minutes of the Library Board Meeting
January 22, 2018**

The January 22, 2018 Library Board Meeting was called to order at 7:00 p.m. by Vice-President Pam Knowles. Members present were: Rosie McKoon, Pam Knowles, Gwen Krumperman, Sandy Wiemann, Elaine Ferguson, Brenda Adkisson, and Jim Hopp. Absent were Dianne Adkisson and Julie Johnson. Also present were staff members Amber Bevier and Alicia LeVesque.

Brenda moved and Rosie seconded approval of the agenda: motion carried. Brenda moved and Gwen seconded approval of the November, 2017 minutes; motion carried.

The treasurer's report was read by Pam: a balance of \$60,434.03. Gwen moved to approve the treasurer's report. Sandy seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for November, 2017 was 970. Digital Circulation was Overdrive - 65 and Axis 360 - 57. Renewal from RSA catalog was 67. Books borrowed from other libraries (transit to) was 386. Books borrowed from our library (transit from) was 148. Reciprocal Borrows was 2. Visitors to the library was 522 - an average of 21 per day.

Circulation for December, 2017 was 768. Digital Circulation was Overdrive - 46 and Axis 360 - 56. Renewal from RSA catalog was 97. Books borrowed from other libraries (transit to) was 295. Books borrowed from our library (transit from) was 100. Reciprocal Borrows was 5. Visitors to the library was 404 - an average of 16 per day.

Old Business:

- a. Food Pantry donation for overdue fines - Amber reported we donated 2 full boxes to the Food Pantry.
- b. Per Capita 2018 - Amber reported this has been finished and submitted.
- c. Cookbook - Amber reported the cookbooks have been ordered, and about half of them have been sold so far.
- d. Tracy Grant - Amber reported the Pre-Application phase is complete, and we have been accepted to present the actual application.

New Business:

- a. New Board Member - Julie Johnson has been appointed to the board.
- b. Assign Temporary Treasurer - The board decided to wait until all members are present to assign.
- c. Christmas Movie - Amber reported there were 69 attendees.
- d. American Girl/Lego Raffle - Amber reported we made \$153.
- e. New printer/copier - Amber reported this has been ordered.
- f. January 20th cookbook open house - Amber reported this went well.
- g. Statements of Economic Interest - Amber gave each board member one of these

documents, and board members completed them and returned them to her.

h. Sexual Harassment Policy Approval - Amber asked the board members to read the Library Policy prohibiting sexual harassment. We will discuss and approve at the next board meeting.

Update from Building Committee

Elaine reported there will be a public meeting January 31 announcing the new building proposal.

Open Discussion

None

Next Board Meeting - February 19, 2018 at 7:00 p.m.

Adjournment

Brenda moved and Jim seconded meeting be adjourned. Meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

Minutes of the Library Board Meeting November 20, 2017

The November 20, 2017 Library Board Meeting was called to order at 7:00 p.m. by President Dianne Adkisson. Members present were: Dianne Adkisson, Rosie McKoon, Silvia McMeins, Sandy Wiemann, Elaine Ferguson, Brenda Adkisson, and Jim Hopp. Absent were Pam Knowles and Gwen Krumperman. Also present were staff members Amber Bevier and Alicia LeVesque.

Brenda moved and Rosie seconded to amend the agenda by adding New Business item: Christmas gift for staff. Motion carried. Brenda moved and Rosie seconded approval of the amended agenda: motion carried.

Sandy moved and Silvia seconded approval of the September minutes; motion carried.

The treasurer's report was read by Silvia: a balance of \$62,945.28. Rosie moved to approve the treasurer's report. Jim seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for October 2017 was 1192. Digital Circulation was Overdrive - 43 and Axis 360 - 5. Renewal from RSA catalog was 126. Books borrowed from other libraries (transit to) was 476. Books borrowed from our library (transit from) was 147. Reciprocal Borrows was 1. Visitors to the library was 599 - an average of 23 per day.

Old Business:

- a. Tracy Family Grant - Amber will try to complete the application by the January deadline.
- b. New Board Member - Silvia will be leaving the Board. Amber contacted Julie Johnson. Board directed Amber to contact John with the recommendation to seat Julie as a new board member.

New Business:

- a. Halloween movie - Amber reported the attendance was 182.
- b. Tax Check - Amber reported a tax check of \$5,742.67 was received.
- c. Pageant Concessions Check - Amber reported the pageant check in the amount of \$876.50 was received.
- d. Food Pantry donation for overdue fines - Elaine moved and Brenda seconded a motion to direct Amber to designate two weeks in December to forgive overdue fines in exchange for donations to the Food Pantry. Motion carried.
- e. Cancel Story Time for Winter - The board discussed cancelling Story Time for the months December - March due to low attendance. Elaine moved and Brenda seconded to have only one Story Time per month with Weekly Story Time resuming in April. Motion carried.
- f. Per Capital 2018
 - 1. The board reviewed and discussed Chapters 1-5.
 - 2. The Video training for "Trends in Safety and Security for Libraries" has been completed by staff. Dianne will complete the training on behalf of the board.
 - 3. The board reviewed Chapter 12.
 - 4. The board discussed the Open Meeting Act electronic training.
- g. Cookbook - One hundred cookbooks have been ordered and will be in by December 15th. The cookbook price is \$15. The board decided to have an Open House January 20 from 1:00-2:00 to promote the sale of the cookbooks.
- h. December meeting - Brenda moved and Rosie seconded to cancel the December meeting. Motion carried.
- i. Christmas Gifts for Staff - Silvia moved and Brenda seconded to give the staff the same Christmas present as last year.

Update from Building Committee

Elaine and Amber shared the architect's renderings and blueprint for the proposed community building/library.

Open Discussion

None

Next Board Meeting - January 15, 2018 at 7:00 p.m.

Adjournment

Brenda moved and Jim seconded meeting be adjourned. Meeting was adjourned at 7:42 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

Minutes of the Library Board Meeting

October 17, 2017

The October 17, 2017 Library Board Meeting was called to order at 7:00 p.m. by Vice-President Pam Knowles. Members present were: Rosie McKoon, Pam Knowles, Gwen Krumperman, Sandy Wiemann, Elaine Ferguson, Brenda Adkisson, Jim Hopp, and Silvia McMeins. Absent

was Dianne Adkisson. Also present were staff members Amber Bevier and Alicia LeVesque. Brenda moved and Rosie seconded approval of the agenda: motion carried. Gwen moved and Sandy seconded approval of the September minutes; motion carried.

The treasurer's report was read by Silvia: a balance of \$55,297,71. Rosie moved to approve the treasurer's report. Jim seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for September 2017 was 1144. Digital Circulation was Overdrive - 62 and Axis 360 - 11. Renewal from RSA catalog was 116. Books borrowed from other libraries (transit to) was 387. Books borrowed from our library (transit from) was 135. Reciprocal Borrows was 1. Visitors to the library was 602 - an average of 24 per day.

Old Business:

- a. Inventory - Amber reported that inventory for the architect is in progress.
- b. Resume Workshop - Oct. 17 - Amber reported there were 3 people at the workshop.
- c. New Building Packet - Amber reminded board members to report any changes or additions which need to be made.

New Business:

- a. RSA Donation - Amber reported that we need to amend the budget to make this payment. She suggested that we move \$500 from Line 23-5680 Special Programs and \$500 from Line 23-6535 Computerization to Line 23-9130 Community Relations. Elaine moved and Silvia second a motion to do so. Motion carried.
- b. New Board Member by January - Silvia reported that she will be moving at the end of the year.
- c. Flowers for Dianne - Gwen moved and Rosie seconded a motion to reimburse Elaine \$21.25 for flowers for Dianne. Motion carried. Brenda abstained.

d. Cookbook Title - The board chose the following cookbook title submitted by Pamela

Biesk:

Tried & True

from our

Kitchens in Nauvoo

Update from Building Committee

No report

Open Discussion

None

Next Board Meeting - November 20, 2017 at 7:00 p.m.

Adjournment

Brenda moved and Silvia seconded meeting be adjourned. Meeting was adjourned at

7:36 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

Minutes of the Library Board Meeting September 18, 2017

The September 18, 2017 Library Board Meeting was called to order at 7:15 p.m. by President Dianne Adkisson. Members present were: Dianne Adkisson, Rosie McKoon, Pam Knowles, Gwen Krumperman, Sandy Wiemann, Elaine Ferguson, Brenda Adkisson, and Jim Hopp. Board member Silvia McMeins was absent. Also present were staff members Amber Bevier and Alicia LeVesque.

Rosie moved and Brenda seconded approval of the agenda: motion carried. Gwen moved and Sandy seconded approval of the August minutes; motion carried.

The treasurer's report was read by Dianne: a balance of \$46,155.75. Sandy moved to approve the treasurer's report. Rosie seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for August 2017 was 1234. Digital Circulation was Overdrive - 43 and Axis 360 - 13. Renewal from RSA catalog was 100. Books borrowed from other libraries (transit to) was 407. Books borrowed from our library (transit

from) was 121. Reciprocal Borrows was 3. Visitors to the library was 789 - an average of 29 per day.

Old Business:

a. Tracy Family Big Grant - \$5,000 Amber reported she is going for the January deadline.

New Business:

a. Tax Deposit - Amber reported a tax deposit of \$13,636.20 was received.

b. Inventory - Amber reported she is taking inventory of all library things.

c. Resume Workshop - Amber reported a group in Carthage contacted her and wanted to do a resume writing workshop for the library. Amber scheduled that workshop for October 17th from 4:00-6:00 p.m.

d. New Building Packet - Amber encouraged board members to read and make recommendations and/or changes.

Amber asked if we need to keep the microfilm machine after everything is online. Board agreed that we do not.

Amber asked if we need a history corner when we have space? Board agreed we do.

Update from Building Committee

Dianne and Elaine reported on the last meeting with the architect. Elaine will forward a copy of the architect's notes to board members

Open Discussion

None

Next Board Meeting - October 16, 2017 at 7:00 p.m.

Adjournment

Rosie moved and Brenda seconded meeting be adjourned. Meeting was adjourned at 7:48 p.m.

Respectfully submitted,

Elaine Ferguson, Secretary

**Minutes of the Library Board Meeting
August 21, 2017**

The August 21, 2017 Library Board Meeting was called to order at 7:00 p.m. by President Dianne Adkisson. Members present were: Dianne Adkisson, Rosie McKoon, Silvia McMeins, Pam Knowles, Gwen Krumperman, Sandy Wiemann, Elaine Ferguson, Brenda Adkisson, and Jim Hopp. Also present were staff members Amber Bevier and Alicia LeVesque. Silvia moved and Rosie seconded approval of the agenda: motion carried.

Silvia moved and Rosie seconded approval of the July minutes; motion carried.

The treasurer's report was read by Silvia: a balance of \$54,389.42. Pam moved to approve the treasurer's report. Gwen seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for June 2017 was 1590. Digital Circulation was Overdrive - 46 and Axis 360 - 27. Renewal from RSA catalog was 199. Books borrowed from other libraries (transit to) was 266. Books borrowed from our library (transit from) was 117.

Reciprocal Borrows was 3. Visitors to the library was 998 - an average of 40 per day.

Old Business:

- a. LuLaRoe Sale - Amber reported the library made \$107 + \$15 in donations.
- b. Fundraising Bank Account - The board discussed pageant concessions and decided those dollars would go into the Fundraising Account.

New Business:

- a. Cookbook -
 - 1. Amber reported that the price of printing has gone up. The board directed her to go ahead with the cookbook.
 - 2. Amber asked the board to think about a clever title for the cookbook. The board discussed having a contest and the winner would be given a free cookbook. The board directed Amber to go ahead with this.
- b. American Girl Doll Arrival - A donated American Girl Doll has arrived and will be raffled off soon. The board discussed raffling a Lego Set of equal value. A board member offered to donate the Lego Set. The board directed Amber to raffle off both the American Girl Doll and the Lego Set.
- c. Possible donation to RSA - The board discussed a donation to RSA. Brenda moved we donate \$1,000 to RSA. Gwen seconded. Motion carried.
- d. Transfer of funds - Pam moved and Sandy seconded we move \$5,000 from the General Fund to the Building Fund. Motion carried.
- e. Tracy Family Grant - Amber reported we can apply for another grant from the Tracy Family Foundation. The board decided to apply for funds to purchase 5 iPads and several puppets for the library's early childhood program.

Update from Building Committee

Dianne and Elaine reported the City Council voted yes on the plan for us to go ahead with the plans for a new Community Center with the library as one part of that building. A meeting will be held Tuesday, August 22 with the architect.

Open Discussion

The Board discussed holding a rock painting class.

The Board discussed Amazon.Smile and directed Amber to look into it.

The Board agreed to work on the scarecrow at the September meeting.

Next Board Meeting - September 18, 2017 at 7:00 p.m.

Adjournment

Silvia moved and Jim seconded meeting be adjourned. Meeting was adjourned at 8:14 p.m.
Respectfully submitted,

Elaine Ferguson, Secretary

**Minutes of the Library Board Meeting
July 17, 2017**

The July 17, 2017 Library Board Meeting was called to order at 7:00 p.m. by President Dianne Adkisson. Members present were: Dianne Adkisson, Rosie McKoon, Silvia McMeins, Pam Knowles, Gwen Krumperman, Sandy Wiemann, Elaine Ferguson, Brenda Adkisson, and Jim Hopp. Also present were staff members Amber Bevier and Alicia LeVesque.

Gwen moved and Brenda seconded approval of the agenda: motion carried. Sandy moved and Rosie seconded approval of the June minutes; motion carried.

The treasurer's report was read by Silvia: a balance of \$37,128.48. Brenda moved to approve the treasurer's report. Pam seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for June 2017 was 1847. Digital Circulation was Overdrive - 64 and Axis 360 - 23. Renewal from RSA catalog was 148. Books borrowed from other libraries (transit to) was 393. Books borrowed from our library (transit from) was 113. Reciprocal Borrows was 1. Visitors to the library was 885 - an average of 34 per day.

Old Business:

- a. Tracy Family Grant - Amber reported the rug is here - \$318.85.
- b. Amber reported we need to fill out a registration form for the Scarecrow Project. She will complete it.
- c. Amber reported IPLAR is completed and turned in.

New Business:

- a. Amber reported she paid the RSA membership fee of \$1,352.
- b. Amber reported she paid the RSA ADML (ebooks) \$310.
- c. Amber reported Carol is willing to donate another American Girl Doll for raffle.
- d. Amber reminded the Board of the LuLaRoe Sale - 3:00-6:00 p.m. July 22nd.
- e. Board discussed and decided all fundraising money should go into the Building Fund.

Update from Building Committee

Dianne reported an unofficial meeting was held. An official committee meeting will be held Thursday, July 20.

Open Discussion

Amber reported a tax check in the amount of \$22,966.82 has been received.

Next Board Meeting - August 21, 2017 at 7:00 p.m.

Adjournment

Brenda moved and Rosie seconded meeting be adjourned. Meeting was adjourned at 7:31 p.m.

Respectfully submitted,
Elaine Ferguson, Secretary

Minutes of the Library Board Meeting June 19, 2017

The June 19, 2017 Library Board Meeting was called to order at 7:00 p.m. by President

Dianne Adkisson. Members present were: Dianne Adkisson, Rosie McKoon, Pam Knowles, Gwen Krumperman, Sandy Wiemann, Elaine Ferguson, Brenda Adkisson, and Jim Hopp. Absent was Silvia McMeins. Also present were staff members Amber Bevier and Alicia LeVesque.

Gwen moved and Pam seconded approval of the agenda: motion carried. Pam moved and Sandy seconded approval of the May minutes; motion carried.

The treasurer's report was read by Dianne: a balance of \$42,633.78. Elaine moved to approve the treasurer's report. Jim seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for April 2017 was 1695. Digital Circulation was Overdrive - 63 and Axis 360 - 44. Renewal from RSA catalog was 137. Books borrowed from other libraries (transit to) was 422. Books borrowed from our library (transit from) was 103. Reciprocal Borrows was 1. Visitors to the library was 777 - an average of 30 per day.

Old Business:

- a. Books at Elementary School - Amber reported they are finally gone and thanked Pam.
- b. Amber reported that Quincy is no longer doing the outreach program.
- c. Amber reported that she posted the agenda on the website Friday, June 16.

New Business:

- a. Amber reported that she had a Pageant Concessions Sign-Up sheet and asked those who are interested to please add their names.
- b. Amber reported that we have receive \$700 from the Tracy Family Grant. Elaine moved and Rosie seconded that we purchase a children's area rug for the children's area. Motion carried
- c. Dianne reported on the Scarecrow Project. Pam agreed to chair a committee for the project. Brenda, Dianne, Gwen, Elaine, Jim, and Sandy agreed to help.
- d. Amber reported that the library will be holding a book signing July 29th from 10-2. Randall Soland will be signing his book *Utopian Communities of Illinois: Heaven on the Prairie*.
- e. Amber reported that we needed to pass the Prevailing Wage Ordinance. Dianne read the ordinance; Pam moved and Gwen seconded the motion to pass the ordinance. A roll call vote was held: Ayes - Dianne, Rosie, Pam, Gwen, Sandy, Elaine, Jim, Brenda; Nays - No one. Absent - Silvia. Motion carried.
- f. Amber reported that the president and secretary needed to sign the Approval of IPLAR.
Dianne and Elaine signed.

Update from Building Committee

Elaine reported that she had heard from Larry, but still no Building Committee meeting has been called. She and Gwen will contact him again. Elaine will also contact Karen.

Open Discussion

Amber reported that Tina and she are working on the cookbook.

Ideas for fundraisers - Father Daughter Dance, Cheeseballs, Lula Roe (Gwen will contact Brock and Julie Stout about this.

Next Board Meeting - July 17 at 7:00 p.m.

Adjournment

Brenda moved and Rosie seconded the meeting be adjourned. Meeting was adjourned at 8:02 p.m.

Respectfully submitted,
Elaine Ferguson, Secretary

Minutes of the Library Board Meeting May 15, 2017

The May 15, 2017 Library Board Meeting was called to order at 7:00 p.m. by President Dianne Adkisson. Members present were: Dianne Adkisson, Rosie McKoon, Silvia McMeins. Pam Knowles, Gwen Krumperman, Sandy Wiemann, Elaine Ferguson, Brenda Adkisson, and Jim Hopp. Also present were staff members Amber Bevier and Janet Herring.

Pam moved and Rosie seconded approval of the agenda: motion carried. Pam moved and Gwen seconded approval of the April minutes; motion carried.

The treasurer's report was read by Silvia: a balance of \$46,288.68. Sandy moved to approve the treasurer's report. Jim seconded the motion. Motion carried.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for April 2017 was 1506. Digital Circulation was Overdrive - 53 and Axis 360 - 0. Renewal from RSA catalog was 203. Books borrowed from other libraries (transit to) was 375. Books borrowed from our library (transit from) was 104. Reciprocal Borrows was 1. Visitors to the library was 604 - an average of 25 per day.

Old Business:

- a. Books at Elementary School - Amber reported the book give away held at the old elementary school Saturday was a success with 37 people attending.
- b. Summer Reading Update - Amber reported she added another craft to the plans.

New Business:

- a. Next Tracey Family Foundation Meeting - Amber reported that the next meeting will be July 20th. Also a visitor from the Foundation will observe Story Time May 23rd.
- b. New Aide Hired - Alicia Levesque was hired as a new aide starting Tuesday, May 16th.
- c. Approve Nonresident Fee 2017 - Pam moved and Silvia seconded that we continue offering nonresidents library cards at the fee of \$80.00/year or \$40.00/half year. Motion carried.
- d. Quincy no longer doing outreach program - Amber reported that Quincy contacted her

and reported they will no longer be a part of the outreach program. Brenda suggested that Amber teach a Kindle usage class to make up for that loss. Also we discussed ordering more large print books and looking for secondhand large print books.

- e. Publication of Agenda - The Board directed Amber to publish the agenda on the website 48 hours prior to each scheduled meeting.

Update from Building Committee

Elaine reported that she, Dianne, and Pam visited a building which would be a possible site for a new library. She reported that she contacted Larry, and he will schedule a Building Committee Meeting to discuss the idea.

Open Discussion

Pam reported that Karen would like an article, "It's Not Your Grandfather's Library Any More" for the Newsletter. The Board directed Amber to write the article.

Next Board Meeting - June 19, 2017 at 7:00 p.m.

Adjournment

Rosie moved and Gwen seconded the meeting be adjourned. Meeting was adjourned at 7:50 p.m.

Respectfully submitted,
Elaine Ferguson, Secretary

Minutes of the Library Board Meeting April 17, 2017

The April 17, 2017 Library Board Meeting was called to order at 7:03 p.m. by President Dianne Adkisson. Members present were: Dianne Adkisson, Rosie McKoon, Silvia McMeins, Pam Knowles, Gwen Krumperman, Sandy Wiemann, Elaine Ferguson, Brenda Adkisson, and Jim Hopp. Also present were staff members Amber Bevier and Janet Herring.

Gwen moved and Pam seconded to amend the agenda to include Voting of Officers under New Business. Brenda moved and Gwen seconded approval of the amended agenda; motion carried. Gwen moved and Pam seconded approval of the March minutes.

The treasurer's report was read by Silvia: a balance of \$51,300.84. Pam asked from where the deposit came. Amber informed the Board that a donation of \$2,000 was given to the library in memory of Louise Lum. Pam moved and Brenda seconded that the money go to the Building Fund. Motion carried. Rosie moved to approve the treasurer's report. Sandy seconded the motion. Motion passed.

Librarian's Report:

Amber gave the Librarian's Report. Circulation for March, 2017 was 1440. Digital Circulation was Overdrive - 75 and Axis 360 - 31. Renewal from RSA catalog was 138. Books borrowed from other libraries (transit to) was 462. Books borrowed from our library (transit from) was 116. Reciprocal Borrows was 2. Visitors to the library was 596 - an average of 22 per

day.

Old Business:

- a. Amber reported the pictures were successfully updated during the RSA Photo Visit on March 31st.
- b. Pam reported that the nominating committee has a slate of officers for consideration.

New Business:

- a. The Per Capita grant of \$892.13 was received.
- b. The Board discussed the books stored at the old grade school. Pam moved and Sandy seconded that we offer books to anyone who wants them and then donate the rest to charity.
- c. The Board discussed the Nonresident Fee for 2017 and decided to vote next month.
- d. Amber updated the Board on her plans for the summer reading program.
- e. Pam presented the nominating committee's slate of officers for election:
Dianne - President, Pam - Vice President, Elaine - Secretary, Silvia - Treasurer.
Dianne asked if there were any nominations from the floor. Hearing none,
Brenda moved and Rosie seconded a motion to accept the slate as presented. Motion carried.

Update from Building Committee

No report.

Open Discussion

The deadline for cookbook submissions is May 15.

Dianne reported that Barb Schafer offered to help the library with fundraisers.

Pam moved and Brenda seconded that we buy a book in memory of Bill Bevier and one in memory of Mary McKoon.

Next Board Meeting - May 15, 2017 at 7:00 p.m.

Adjournment

Gwen moved and Silvia seconded the meeting be adjourned. Meeting was adjourned at 7:43 p.m.

Respectfully submitted,
Elaine Ferguson, Secretary