

Western District Library Board Minutes April 25, 2022

Call to Order

The meeting was called to order at 6:05 pm by Jeanine McGaughy. Those present were Kathi Parrish, Rod Ward, Sue Routt, Julie Abbott, and Beth Hoffman. Also in attendance was Director Michelle Bailey. Absent was Jan Gustafson

Public Comments

No public comments.

March Meeting Minutes

Meeting minutes from March 28th were reviewed. Rod moved to approve as presented, Sue seconded. Voted, approved. Minutes from special meeting on March 31st were reviewed. Kathi noted that she failed to include that Julie Abbott was absent. Beth moved to approve as corrected, Rod seconded. Voted, approved.

Communications

No communications

Treasurer's Report

Rod shared March treasurer's report, pointing out that operations are under budget by about \$6,000 currently. Michelle shared that she has recently realized taxes are received from both Henry & Rock Island County, and she was looking only at the Henry County numbers, so this affected her levy calculations. She will review with Sherrard library director, who also receives funds from two counties, to get clarity on handling this in the future. No corrections noted. Sue moved to approve, Julie seconded. Voice vote, approved.

Director's Circulation Report and Programming

Michelle presented circulation and programming reports for March, some details as follows:

- Circulation numbers are up in general.
- Michelle talked about wanting to improve the appearance of the lawn. There are dead spots, some likely from where bushes on boundary were cut back significantly, others due to wet early spring conditions.
- Explore Illinois program is now available to WDL patrons by logging in with library card numbers, offering discounts to many area attractions.
- Participation in program events is increasing with the arrival of spring and better weather. With 6 adult and 9 children's events during March, there were 36 and 48 participants respectively.
- Family story times and Tinker Fridays continued, with special listening guest at one story time: Judy Thess and one of her therapy dogs.
- Georgia obtained tickets to a Bucktown Revue program, which 18 people attended on a cold and rainy Friday night.
- Monday & Friday coffee hours are in effect, 9-10 am.

Committee Reports

No committee reports

Old Business

New Business

- A. Tax computation reports were received and approved from Henry & Rock Island County. Michelle shared numbers as follows: Rock Island County \$25,483.38, Henry County \$241,861.58.
- B. Michelle brought up a recent situation: patron checked out museum pass that was due back on a Saturday. Because staff member wanted to check it out immediately when returned, she checked drop box just before closing on Sat. Pass was not there, but was there by opening on Monday. Treating this as a late return results in \$10 fee. Michelle granted a one time waiver for the late fee, but feels policy should be clear to avoid making decision about exceptions in individual instances. After discussion with board members, she will continue to develop a policy that is consistent for all situations, noting that this one was rather unique.

Closed Session

No closed session was held.

Other Business/Future Agenda Considerations

- Jeanine reminded members to complete their Economic Interest forms.
- Michelle mentioned that meeting for Finance Committee will need to be scheduled, also Long Range committee.

Rod moved to adjourn, Sue seconded. Voted, approved. Meeting adjourned.

Respectfully submitted,
Kathi Parrish, Secretary

c