



**ANTIOCH PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES**

I. The regular meeting of the Board of Trustees of the Antioch Public Library District was called to order by President Becky Masik on Tuesday, August 27, 2024 at 7:14 p.m. in the Kakacek Room at the Library.

Present:

- **Library Board Members: Becky Masik, Susan Moore, Ryan Haley, and Toni Leprich**
- **Absent Board Members: Paul Hettich, Robert Altman, Deborah York**
- **Library Staff Members: Jennifer Drinka, Kathy Deaner, Amy Blue, Jennifer Norris, and Sam Langford.**
- **Citizens: None**

II. Secretary's Report/Approval of Minutes of Last Meeting

Ryan Haley moved to approve the Minutes of the July 30, 2024 Board Meeting; Toni Leprich seconded. All voted aye.

III. Approval of Bills and Payroll

Ryan Haley moved to approve the bills and payroll; Toni Leprich seconded. Jennifer Drinka stated that the Building and Renovation Project is now done, with the last checks being paid with this approval. On a roll call vote: Susan Moore, aye; Ryan Haley, aye; Toni Leprich, aye; Becky Masik, aye.

IV. Treasurer's Report

Ryan Haley stated that we have healthy balances in all accounts.

V. President's Report

Becky Masik reminded the board members that an after-hours Staff & Board gathering is planned for Saturday, October 12, 2024.

VI. Notices and Communications

A. Lake Forest Library Thank You

Jennifer Drinka received an email from the Lake Forest Library staff, thanking Jennifer and our staff for the tour of our building. They were very impressed.

B. Antioch United Methodist Church Card

The congregation of the United Methodist Church of Antioch sent a card of congratulations to Jennifer Drinka on being named the 2024 Librarian of the Year.

VII. Executive Library Director's Report

A. Overview of Reports

Jennifer Drinka stated that the door count was up 17%, computer usage was up 28%, Freegal has been dropped (not used a lot), the Children's department has new signage on the book bins. Jennifer showed an example of new way-finding signage planned for throughout the library – it is brown background with white letters. The library card contest has 3 selected winners. The newsletter will be delivered to mailboxes this week – it highlights our partnerships with local organizations including NAMI, AAHAA, Antioch Arts, Holocaust Museum in Skokie – VR headsets. The Centennial luncheon in Springfield has been cancelled. October 18, 2024 will be a staff in-service training day; Board members are invited to attend at 8 am to 9 am, or from 3 pm to 3:30 pm. The audit will be worked on the week of October 21, 2024. There will be a reception at the library on October 27, 2024, from 2 pm to 4 pm, to recognize Jennifer Drinka being named Librarian of the Year.

B. Personnel Changes

None

VIII. Public Comment

A. Board Corner

Susan Moore: None

Ryan Haley: The seal coated parking lot looks good. The Sequoit Park opened and looks good.

Toni Leprich: None. Agrees with everyone.

Robert Altman: Absent

Deborah York: Absent

Paul Hettich: Absent

Becky Masik: Mentioned that a family member does a geology program and may be available to present at the library.

B. Citizen's Comments

None

C. Staff Comments

None

D. Friend's Report

No meetings during the summer. Getting ready for the October Book Sale.

IX. Unfinished Business

A. SER10: Electioneering Policy

Susan Moore moved to approve and adopt the Electioneering Policy, a new service policy, SER10; Toni Leprich seconded. Jennifer Drinka explained that campaign signs will be allowed on library property on the day of election, but must be 100 feet away from the front entrance. The library staff will post signs in areas with the irrigation system, informing that no signs are allowed there due to potential damage to the underground system. All voted aye.

B. Capital Improvement Plan

Studio GC created a spreadsheet on when we should plan for improvements, based on the life expectancy of building systems. Our maintenance department will keep this schedule in mind.

C. Secretary's Audit Committee

Toni Leprich

Review has been completed by Becky Masik and ~~Deborah York~~.

D. Strategic Planning Team

The team held its first meeting. A community survey will go out during the month of September; the QR code to access will be in the newsletter; it will also be on social media and the website. We hope to receive between 500 and 700 responses from the community. Ryan Haley asked how to prevent one person from repeating the survey more than once; Jennifer Drinka did not think this would be a problem. Younger patrons are encouraged to take the survey with an adult's help. The survey will be sent to all staff and the board. In January 2025, there will be a 4 hour board retreat to review the survey.

X. New Business

A. Budget and Appropriation Ordinance 24-7

Susan Moore moved to approve the Budget and Appropriation Ordinance 24-7; Ryan Haley seconded. All voted aye.

B. Treasurer's Estimate of Revenues 2024-25

Susan Moore moved to approve the Treasurer's Estimate of Revenues 2024-25; Ryan Haley seconded. The estimate includes the Balance on hand as of July 1, 2024, through June 30, 2025. Total estimated revenues anticipated for the fiscal year is \$6,420,013.88. On a roll call vote: Susan Moore, aye; Ryan Haley, aye; Toni Leprich, aye; Becky Masik, aye.

C. Spring 2025 Trustee Election Petition Filing

**Packets are available for pick up at the library's circulation desk.
Three library board trustee positions will be expiring in 2025: Becky Masik, Paul Hettich and Susan Moore.**

XI. Closed Session – Not necessary

XII. Adjournment

Susan Moore moved and Toni Leprich seconded the motion to adjourn at 8:02 pm. All voted aye.



Susan Moore, Secretary

