

**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 Tuesday, June 25, 2024 at 7:01 p.m. in the Kakacek Room at the Library.

Present:

- **Library Board Members: Becky Masik, Toni Leprich, Susan Moore, Ryan Haley and Robert Altman**
- **Absent Board Member: Paul Hettich and Deborah York**
- **Library Staff Members: Jennifer Drinka, Kathy Deaner, Jennifer Norris and Sam Langford**

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

Robert Altman moved to approve the Minutes of the May 28, 2024 Board meeting, the May 22, 2024 Minutes of the Budget Committee and the May 22, 2024 Minutes of the Special Board meeting. Susan Moore seconded. All voted aye.

III. Approval of Bills and Payroll

Susan Moore moved to approve bills and payroll, Ryan Haley seconded. On a roll call vote: Susan Moore, aye; Robert Altman, aye; Toni Leprich, aye; Ryan Haley, aye and Becky Masik, aye.

IV. Treasurer's Report

Ryan Haley reported payroll was approved this morning. Ryan said he was checking the bank for the property tax disbursements. Jennifer said they were deposited 5/23/24 and 6/13/24 and scheduled for 6/27/24.

V. President's Comments

No comments.

VI. Notices and Communications

A. Digital Accessibility Investigation correspondence

Becky Masik passed around correspondence Jennifer Drinka has been sharing with other libraries. Jennifer Norris, whom is heading this project, has met with David Kutch, attorney for the U.S. Department of Education Office for Civil Rights, twice. Jennifer N. says she is meeting with him every two weeks and gave the Board a brief summary on what has been going on with the website. She documents all of her conversations/meetings with him. Robert Altman inquired if we could recoup any of our legal fees. Jennifer Drinka says she is still investigating that with our insurance.

B. "From the Top" Connections Article

Becky Masik passed a Connections article around featuring Jennifer Drinka.

C. Gail Conway E-mail re: Book Club

Becky Masik read an email from a patron regarding our Book Club and how much she enjoys it.

D. Ryan Haley E-mail re: Free Comic Book Day

Becky Masik read an email from Ryan Haley stating how much he enjoyed Free Comic Book Day with his two nephews.

E. Brittany Houghtaling E-mail re: Children's Services & Amy Blue's response

Jennifer Drinka explained some correspondence received from a disgruntled patron and the response sent back to her from Amy Blue. The entire correspondence is in the Board packet.

F. Janice Stern Thank You

Becky read a thank you note from staff member Janice Stern for a get well gift sent from the Library Board and Staff.

VII. Library Director's Report

A. Overview of Reports

Jennifer Drinka reported it has been a busy time at the Library. There is 56% more programs and 84% more attendance. The summer reading program (SRP) kickoff was a success. Mattie the Mouse is getting good feedback, Wizards Weekend went really well. The Children's Department is working with the Village for Meet Me at the Park. We have around 20K views of our Social Media videos, versus last year of 1,400. Jennifer Norris, Assistant Director of Operations, is doing a good job coordinating her new staff. The Library is working with Matthias Academy allowing several of their members to volunteer once a week under supervision. Jennifer reminded the Board if they would like to be in the Fourth of July parade. The Library will be a polling place for the November election and the Library will be closed. On Saturday, September 21, 11:30am in Springfield there is an Illinois State Historical Society Centennial Business Award Luncheon: Our Library is being honored for 100 years. Let Jennifer know if you are interested in attending. The Library is starting conversations with a strategic planning company.

B. Disruptive Incidents

Jennifer explained some disruptive incidents with several children between the ages of 10-14 and how the Library has been trying to work with them. Ultimately, we will be calling their parents.

C. Personnel Changes

- i. Amy Blue, Deputy Director of Public Services**
- ii. Jennifer Norris, Assistant Director of Operations**
- iii. Devin Wood, Head of Adult Services**
- iv. Kim Mirocko, Head of Technical Services**
- v. Krystal Loder, Adult Services Associate: Workshop**
- vi. Rachel Stine, Children's Services Associate: School Liaison**

Toni Leprich moved and Robert Altman seconded the motion to accept the above new positions/title changes. All voted aye.

VIII. Public Comment

A. Board Corner

***Toni:* Lots of good stuff, nice landscaping and the garden looks good.**

***Debbie:* Absent.**

***Susan:* Inquired if the Library was going to purchase reading glasses for patrons. Becky Masik thinks it would be nice to provide some necessities. Jennifer will ask Amy Blue.**

***Paul:* Absent.**

***Robert:* It is nice the Library is working with Matthias Academy.**

***Ryan:* Why are we using Mars Cleaning if we have a Maintenance department? Jennifer said we have them come once a month to do a deep cleaning after hours. How does staff react to negative comments from patrons? Jennifer said we reassure staff and we plan to do some low effort, high satisfaction programs for drop ins to increase program offerings for children.**

B. Citizen's Comments: None

C. Staff Comments: None

D. Friends Report

They are now off for the summer. Marketing & Communications are working with the Friends on their Facebook page.

IX. Unfinished Business

A. Chart of Organization

Robert Altman moved and Toni Leprich seconded a motion to approve the new Chart of Organization. All voted aye.

X. New Business

A. Ordinance for Building Fund 24-6

Susan Moore moved and Robert Altman seconded the motion to pass Ordinance for Building Fund 24- 6. All voted aye.

B. Set Date of Budget and Appropriation Hearing: 8/27/24, 7pm

Robert Altman moved and Susan Moore seconded the motion to set the date of Budget and Appropriation Hearing to 8/27/24 at 7pm. All voted aye.

C. Appoint Secretary's Audit Committee

Becky Masik and Toni Leprich volunteered to be on the Secretary's Audit Committee.

D. In-Service Day Closure: October 18, 2024

Toni Leprich moved and Robert Altman seconded a motion to approve the Library be closed for In-Service on October 18, 2024. All voted aye.

XI. Closed Session – Not necessary

XII. Adjournment

Robert Altman moved and Toni Leprich seconded the motion to adjourn at 8:08pm. All voted aye.

Susan Moore, Secretary