

**FREEPORT PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
April 10th, 2024 – 6:00 pm**

I. CALL TO ORDER

A meeting of the Freeport Public Library Board of Trustees was held in the Library Board Room on April 10th, 2024. Board Vice President Julie Reynolds presided and called the meeting to order at 6:02 pm.

Notice is hereby given that a majority of a quorum of the members of City Council of the City of Freeport may be present at the above-referenced meeting. No action on the part of City Council will be taken.

Members Present:

Alan Greene	Betty Butler	Mary Kaufman	RoseMarie Brubaker
Renee Barr	Julie Reynolds	Lucas Kramer	

Members Absent:

LouAnn Stambaugh-Hayes Tasha Mazique

Also, present, Executive Director Ashley Huffines. Kya Eckert acted as Recording Secretary.

II. CHANGES/CORRECTIONS TO THE AGENDA

Remove XI. Executive Session and XII. Review of Executive Session Minutes to Make Determination if Confidentiality Still Exists.

III. APPROVAL OF MINUTES

(Brubaker/Kaufman) Motion to approve the minutes from the March 13th, 2024 meeting.
7 in favor/0 opposed. Motion Carries.

IV. FINANCIAL REPORT

(Barr/Brubaker) Motion to accept the March 2024 financial report.
7 in favor/0 opposed. Motion Carries.

V. PRESIDENT'S REPORT

Greene reported he was out of the country on vacation in March.

VI. DIRECTOR'S REPORT

Huffines spoke about the Pete the Cat outreach programs, and her "Celebrating Women through Feminism" presentation for the Women's Enrichment Network meeting.

Strategic Planning: The community survey has been out for one week, and the staff workshop will be on Tuesday, April 16th.

Facilities: Stairs were recarpeted and the board shared their positive reviews of the work. Huffines reported that the exterior windows will be cleaned in the coming weeks.

Parking Lot Repairs: Huffines shared the formal proposal from Fehr Graham for the parking lot including the specifications and cost. The board discussed the importance of this project. Huffines talked about moving forward with this proposal because she trusts Fehr Graham and knows they are easy to work with. She also discussed options for paying for this project. Butler asked what the term “repairs” entails. Huffines replied that some areas might be patchwork, and some will need an entirely new base level, meaning the concrete slabs will be pulled up.

VII. MANAGEMENT REPORTS

Adult Services: For the Adult Services Department, the final lecture in the American History series did very well with 44 attendees. Ludwig went to her usual outreach for different retirement communities. Huffines discussed notary services transitioning to by appointment only. The One Book One Freeport committee made a final decision on the book choice for 2025.

Circulation Department: Circulation went up in March. The digital collections Libby, hoopla & boundless, are getting more traction each month. Hotspots are always quite in demand. 74 new patrons in March, along with age demographics. Kaufman mentioned someone told her how glad they are they can borrow puzzles!

Youth Services: Meyers reported 727 kids & 228 adults for Pete the Cat events last month! The classrooms were thrilled and we can't wait to do it again next year. Erin Schrader was welcomed to our team on March 4th. We are already noticing an increase in teen programming attendance and she's building great relationships with the kids. Huffines said, “You can see how much of an effect she's had on the youth department already, and it's only been a month!”

VIII. NEW BUSINESS

Ferh Graham Proposal for Engineering Services:

The project will cost \$50k plus engineering services. Kaufman mentioned that Ashley connected her with project manager, Darren Steikle about an issue with the sidewalks in her neighborhood. She spoke highly of Steikle's communication skills and his ability to promptly address her complaints with the subcontractor. Butler agreed and stated that working with him guarantees that all work will be done up to standard.

(Kaufman /Reynolds) Motion to approve and accept the agreement for professional services.
7 in favor/0 opposed. Motion Carries.

Library Closures:

(Kaufman/Reynolds) Motion to approve library closures for Tuesday, April 16th (from 9-12 pm) for staff training and Saturday, July 13th all day for Tutty Baker Fest.
7 in favor/0 opposed. Motion Carries.

IX. ADJOURNMENT

(Kaufman/Brubaker) Motion to adjourn the meeting at 6:27 pm.
7 in favor/0 opposed. Motion Carries.