

James Prendergast Library Association

Board of Trustees

Meeting Minutes March 17, 2022

President, Dan Hickman, called the meeting to order at 5:17pm

Present in person or virtual: Joni Blackman, Mike Corey, Judy Long, Dan Hickman, Mary Zdrojewski, Ned Lindstrom, Cassie Blakeslee, Jessica Carr, Liz Margarito

Absent: Abby Soffel, Frank Corapi

Staff Present: Anne Greene, Tress Williams, Brittany O., Tracy H.

Public: Dennis Phillips.

Agenda Topics:

1. Public Comment – No Comment
2. Consent Agenda
 - a. Changes or additions to the agenda
 - i. Dan Hickman made the motion to add addition C to the agenda regarding Jr Trustees
 - ii. Motion made to add addition C by Jessica Carr second by Joni Blackman Y-9 N-0
 - b. Motion made to approve minutes by Mike Corey, second by Judy Long Y-9 N-0
 - c. Per additional motion made {see section ii} there was a discussion of bringing on Junior trustees from the local high school to be a part of the board. Dan asked for volunteers to look into the by-laws and more details for the board to review further. Mary Zdrojewski, Joni Blackman, and Judy Long volunteered.
3. New Staff Introductions
 - a. Anne Greene introduced two new staff members
 - i. Brittany Olson, who will be working as a Library Associate I
 - ii. Tracy Hewitt, who will be working as the Business Office Manager
4. Directors Report – Anne Greene
 - a. Nature Discovery Station:
 - i. As part of the Murry L. Bob Education Initiative, the Audubon's Nature Discovery Station was at the library on Feb 26, 2022. 55 participants interacted with fur pets, animal skulls, and other natural materials. They also made animal tracks in kinetic sand and bookmarks. Everyone was very engaged.
 - b. Topic Bins in Children's Room:
 - i. The library is now offering topic bins in the children's room. These are in bins where the children can reach and browse books independently. It is a small collection of picture books organized by topic.
 - c. St. Susan's Center Program:
 - i. The library has partnered with the center to bring crafting and story time to the guests at St. Susan's. Craft classes will be offered in the spring and summer along with story time on Saturdays. This partnership allows us to reach those in the community who may not typically access the library.

- d. JHS English 10 Classes:
 - i. A new partnership with JHS has started. Each month, two classes from JHS English 10 will visit the library. They will receive library cards, learn how to use the library, and participate in monthly programs.
 - e. Cummins Books:
 - i. The library received a grant from Cummins for \$6,652 to purchase books for summer reading and outreach programs. In total 3,300 books were ordered and will be distributed to the LEAP camps during the summer reading programs and other events throughout the year.
5. Treasure's Report – Mike Corey
 - a. Library is doing well with the budget.
 - b. Will not take distribution from endowment for first quarter of this year.
 - c. Motion to approve budget by Ned Lindstrom, second by Judy Long Y-9 N-0
 6. Fundraising Committee Report
 - a. The new t-shirts have arrived. They have been designed by a local artist. The cost of the shirts is \$25.00 and can be purchased online or at the library. We are encouraging the board to wear them to the Block Party in May.
 - b. May 21st will be the Block Party and Scavenger Hunt. We have over 30 organizations committed to coming as well. Boards members will be volunteering to help the staff make this event a success.
 - c. A sponsorship letter was recently mailed out to 500 local business. The letter allows for businesses to choose a specific event or program they would like to sponsor during the year.
 7. New Business
 - a. Two policies were updated and approved
 - i. Health and Safety Policy
 - ii. Public Postings Policy
 - b. Motion to approve these policies was made by Mike Corey, second by Mary Zdrojewski Y-9 N-0
 8. Unfinished Business –None
 9. Next hybrid meeting is scheduled for April 21, 2022
 10. Adjournment motion made at 5:45 pm by Mike Corey, second by Judy Long