Call to Order
The meeting was called to order by Jay Filler at 7:31 PM

Roll Call
Present In-Person: Jay Filler, Desiree Sierens, & Tom Schermerhorn
Virtually Present: Judi Alden
Staff Present: Sondra Terry & Kailey Sachs (Virtual)
Public Present: Shari Kagan (Virtual)
Absent: Cynthia Schenk, Dave Martin, Paul Garcia

Additional Agenda Items
None.

Approval of Minutes
A motion was made to approve the January 26, 2021 Board Meeting Minutes.

Moved by Desiree, 2nd by Tom

Yes: Unanimous

Public Forum
None.

Financial Report
A motion was made to approve the Financial Report.

Moved by Desiree, 2nd by Dave

Yes: Unanimous
Vendor’s list and new Vendors

A motion was made to approve the Vendors List. There are no new vendors.

  Moved by Desiree, 2nd by Tom

  Yes: Unanimous

Communications

None.

Library Director’s Report

PrairieCat

The process of switching over has begun with the expectation that we will be able to go live this August (2021).

Standing Committee Reports

None.

Old and New Business

Discussion of window replacement

At the last staff meeting, staff questioned the need for the window replacement. Sondra surveyed the staff in the offices and none had immediate concerns. The Board believes that Jude (a past board member) determined that they were deteriorating.

The Board came to the agreement not to move forward the window replacement for this year.

Judi posed the question of automating the interior doors since we are not doing the windows. Sondra recalled that at the last board meeting the Board made the decision to look into the removal of the doors as well as installing automatic handicap doors.

ILA Book Discussion: “Servicing our Public” Chapters 7 - 13 (Lead by Sondra)

Chapter 7: Collection Management

  • No discussion/concerns. Library is in compliance.

Chapter 8: System Member Responsibilities and Resource Sharing

  • No discussion/concerns. Library is in compliance.
Chapter 9: Public Services, Reference, and Readers Advisory

- Areas of improvement:
  - Library should keep back issues of the local newspaper for up to 6 months. (Marengo-Union Times, if still in publication)
  - Library should put a link on its site to city hall’s minutes as well as the school district’s.
    - The Board suggested adding a link to minutes for all local taxing bodies.
  - Evaluate current reference sections for electronic and print non-fiction.
    - Jay would like this added to the annual checklist.

Chapter 10: Programming

- Areas of improvement:
  - Increasing services to Hispanic population in Marengo.
  - The Board suggested reaching out the Patrons who are active in the Hispanic community regarding needs.

Chapter 11: Young Adult Services

- Areas of improvement:
  - Creating and Implementing a Policy for how programming will be implemented to serve the youth.

Chapter 12: Technology

- Library is in compliance.

Chapter 13: Marketing/Promotion/Collaboration

- Areas of improvement:
  - Reaching out to local officials and inviting them to the library.
  - Signage/marketing for events and programs.
  - Library Walk-throughs for the Board and Staff
  - Visiting other libraries – Sondra would like to do that during the All Staff Day in August. (An agenda for the day will be presented to the Board in July.)

Adjournment

The meeting was adjourned by Jay Filler at 7:50 p.m.

Respectfully submitted,
Kailey Sachs
Administrative Assistant