

**C. E. BREHM MEMORIAL PUBLIC LIBRARY DISTRICT**  
**Board of Trustees, Mt. Vernon, Illinois**  
**January 10, 2023**

President Amanda Crider read the following:

**THE LIBRARY BOARD MEETING WILL BE HELD IN PERSON, WITH BOARD MEMBERS WHO HAVE ONE OF THE FOLLOWING CRITERIA ATTENDING REMOTELY:**

- 1. Personal illness or disability;**
- 2. Family or other emergency; or**
- 3. Employment purposes or business of the Public Body.**

**The meeting can be accessed via zoom...**

The meeting was called to order at 7:02 PM by President Amanda Crider. Those present were Valerie Davis, Hannah Greever, Bob Metcalf, Alyson Morris, Linda Woodrome, Sharon Yearwood, Director Bill Pixley, and Assistant Director Esther Curry. Amanda Crider attended via ZOOM.

**Audience to Visitors:** Greg Lamberson (LEAP)  
Amanda Voorhees (Dewberry) via Zoom  
Brewster Davis

**Secretary's Report:** The Secretary's Report was previously given to the Board. The name of Amanda Voorhees was misspelled. The change was noted and corrected. Linda Woodrome made a motion to accept the Report with the corrected spelling of Voorhees. Hannah Greever seconded the motion. The motion carried. ROLL CALL #1 was approved 7-0.

**Treasurer's Report:** Treasurer Bob Metcalf presented the following report:

Community First Bank	General Operating Fund	\$ 627,246.00
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>1,510,108.00</u>
	TOTAL	\$ 2,337,329.00

Director Pixley recommended moving \$100,000 from savings to checking. Valerie Davis made a motion to approve the Treasurer's Report; pay the January bills; and move \$100,000 from savings to checking accounts. Linda Woodrome seconded the motion. The motion carried. ROLL CALL #2 was approved 7-0. Director Pixley informed the Board that two checks had fraudulently been sent through the bank bearing our router number and account number. As it was a bank error, the library was not responsible for any loss but a new bank account would need to be set up.

**Director's Report:** None.

**Staff Reports:** Susan Williams provided a report of the Children's Department activities. Home School groups and a group from Field Grade school participated in programs in December, among other events. April Kohute provided a report of Reference Floor activities for November and December. Family Reading Night at Bethel School and Pictures with Santa were among some of the events. April Szarek in Genealogy reported that November and December saw the department working on updating the news clip files and Jefferson County obituary files.

**Report of Officers:**

President: None.

Treasurer: None.

**Standing Committees:**

Finance: None.

Personnel: None.

Policy: None.

Bldg and Grounds: None.

Community Relations: None.

**Illinois Heartland Library System:** None.

**Shakespeare Foundation:** Bob Metcalf reported that total money amounts from the Foundation were down some because of market volatility. The library could expect a check from the Foundation in the spring.

**Library Expansion Advisory Board (LEAP):** Greg Lamberson stated that Amanda Voorhees was present via Zoom and was ready to give her report of Phase One.

#### **OLD BUSINESS:**

##### **Dewberry Presentation: Amanda Voorhees:**

Voorhees stated that the survey results were gathered from library staff and board, patrons, and community with a total of 214 participants. She stated the top three current issues from these groups concerning the library were:

1. Lack of space;
2. Sound (noise) issues and small bathrooms; and
3. Children's department update.

She stated the top five priorities from recipients were a library that was safe and secure; convenient; contained multiple resources; provide a community center; and was functional. Voorhees also stated the feedback was very positive. Most patrons were happy, proud of the library's history, and found the staff very engaged. The report also contained information on total square footage and future needs; size of current circulation and future circulation needs, circulation patterns and shelving. She ended by saying that Phase One was now complete and was ready for Phase Two. Phase Two will be building planning.

##### **Vision Statement and Marketing:**

Greg Lamberson presented the Board with a possible vision statement and briefly discussed marketing.

##### **Electronic Sign Proposals:**

Tabled until a later date.

#### **NEW BUSINESS:**

##### **Statement of Economic Interest:**

Director Pixley reminded all board members to fill out and sign the Statement of Economic Interest and return to him by April.

##### **Biannual Review of Closed Session Minutes:**

Valerie Davis and Linda Woodrome reviewed the Closed Session Minutes. It was recommended that these Minutes remain closed.

##### **Decennial Committee on Local Government Efficiency:**

Tabled until May board meeting.

##### **ILL Report**

Director Pixley stated that the report showed more materials are being borrowed from Brehm Library and that Brehm Library was borrowing less through this program.

**Closed Session:** None.

**Adjournment:** Linda Woodrome made a motion to adjourn the meeting. Valerie Davis seconded the motion. The motion carried. ROLL CALL #3 was approved 7-0. President Crider adjourned the meeting at 8:19 PM.

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