

Pontiac Public Library  
Board of Trustees Meeting Minutes  
July 12, 2021

The Pontiac Public Library Board of Trustees met on July 12, 2021. President Connie Snyder called the meeting to order at 5:35pm.

The roll was answered by Bruce Koerner, Curt Myers, Connie Snyder, Nancy Milhauser, Lisa Martin and Kathy McLean. Also attending the meeting was Library Director, Kristin Holzhauser.

Consent Agenda:

Trustees reviewed the minutes and paid bills from June. Bruce Koerner moved to accept the minutes and bills as presented. Nancy Milhauser seconded. All present voted in favor, motion carried.

Correspondence:

Received notification that Per Capita Grant was awarded.

Director's Report:

Per Capita award amount from the Illinois State Library is \$17,598.23, an increase of \$2,684.00 from last year.

The final Quarterly Financial Report for the Back to Books grant was submitted July 1<sup>st</sup> and included a reimbursement request for \$899.52. The grant provided 403 new items for the Children's and Young Adult collections in the Library.

A part-time employee is in charge of historical records card catalog until a volunteer from the community can be found.

The Summer Reading Program activities were delayed by one week due to the significant area flooding. The children's program ended July 8<sup>th</sup>. Bookopoly for high school students and adults will continue through August 27<sup>th</sup>.

The Library participated in the 3<sup>rd</sup> Saturday Market at Pops Pop-Up on June 19<sup>th</sup>. A \$55 donation was received and the library will participate in the July 17<sup>th</sup> market as well.

Regular weekly children's programming will resume August 16<sup>th</sup> with the start of the new school year. The first special program will be in September for Grandparent's Day. A full calendar of programming dates for the fall will be available in August.

Gem's Carpet Cleaning will perform their annual cleaning in the Library prior to the fall open house in October.

The Library will host Heartland Headstart again this year for "Reading Rocks" quarterly throughout the school year. The program provides literacy activities and encourages families to seek a library card. The first program will be in September.

Helping Hands Resale Shoppes (a new resale shop in Pontiac) has included the Library in its donation program.

Committee Updates:

Finance Committee:

No report but Reta will put expiring CD into Money Market.

Building and Grounds Committee:

Committee did not meet but Bruce reported that he is having someone paint and hang the outside doors. Bruce looked into the air conditioning unit in room 220 in Heartland's space. He found it to be working properly but will keep an eye on it. Opperman Construction repaired and resurfaced the parking lot. ADA parking spaces have been relocated and ramp added in to comply with ADA regulations. Discussion is underway with city to determine placement of new Heartland Community College benches.

Management Committee:

Committee did not meet.

Old Business:

None

New Business:

Fall open house bake sale – Decision will be made at August meeting whether or not to hold bake sale due to Covid concerns.

Intergovernmental Agreement – The schools can no longer be charged for non-resident library cards so a new agreement will have to be made with the schools so the library can continue to provide service.

Fall open house will be October 14<sup>th</sup>.

Trustee Closing Comments:

No comments

Lisa Martin moved to adjourn the meeting, Nancy Milhauser seconded the motion. All agreed, motion passed.

Respectfully submitted,

Connie Snyder, President

Kathy McLean, substitute Secretary