

MINUTES
REGULAR MEETING
BOARD OF LIBRARY TRUSTEES
PEORIA PUBLIC LIBRARY
April 15, 2025

CALL TO ORDER

Board President Barbara Van Auken called the meeting of the Board of Library Trustees of Peoria Public Library to order at 5:32 pm. This Regular meeting was held in the Lower Level 2 Conference Room at the Main Library, 107 NE Monroe St., Peoria, Illinois.

PLEDGE OF ALLEGIANCE

The President requested that all those who are able to please stand and join in saying the Pledge of Allegiance.

ROLL CALL

Board Members Present: Ruth Bittner, Cecilia Buckner, Margaret Cousin, Kevin Kinne, Roberta Parks, Jacob Roberts, and Barbara Van Auken

Board Members Absent: Lucy Gulley and Steven Marx

Library Staff Present: Carolyn Conklin, Reference Assistant; Sarah Couri, Collection Manager; Veronica De Fazio, Deputy Director; Pat England, Library Assistant; Jay Johnston, Reference Assistant; and Randall Yelverton, Executive Director

Others Present: Mike McGraw

CORRESPONDENCE

None

PUBLIC COMMENT

None

CONSENT AGENDA

A. #2025-41: Request to Approve Minutes as listed below:

1. Minutes of the Regular Board meeting of March 18, 2025

B. #2025-42: Request to Approve Expenditures as listed below:

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| 1. Payroll for Period Ending March 13, 2025 | \$143,472.46 |
| 2. Payroll for Period Ending March 29, 2025 | \$146,971.91 |
| 3. Regular Expenditures for April 2025 | \$217,825.10 |
| 4. Capital Development Fund Expenditures for April 2025 | \$ 687.50 |

C. #2025-43: Request of the Executive Director to Approve Personnel Actions for the period ending April 11, 2025

D. #2025-44: Request of the Executive Director to Receive and File Finance Reports for the month of March 2025

E. #2025-45: Request of the Executive Director to Receive and File Library Use Statistics for the month of March 2025

Roberta Parks requested that item #2025-41 be removed from the consent agenda for discussion.

A motion was made by Roberta Parks, seconded by Margaret Cousin to approve Consent Agenda items #2025-42 through #2025-45. Motion passed unanimously.

#2025-41 Approval of the Minutes of the Regular Board meeting of March 18, 2025

Parks clarified that it should have been stated that the Executive Director's compensation was to go into effect on January 1, 2025.

A motion was made by Roberta Parks, seconded by Margaret Cousin that the minutes be approved with the amendment that the Executive Director's compensation was to go into effect on January 1, 2025. Motion passed unanimously.

ACTION ITEMS

A. #2025-36: Adopt Revised Collection Development Policy

A motion was made by Margaret Cousin, seconded by Jacob Roberts to approve the Collection Development Policy as revised. Motion passed unanimously.

REPORT OF THE EXECUTIVE DIRECTOR

A. New IT Staff

Anthony Robinson will be joining the IT staff on April 22. He will be helping with upcoming projects such as the move to Office 365.

B. IDEC Grant Update

The Illinois Digital Equity Capacity Grant application that the Library worked on with the City has been submitted. The total award would be \$900,000. Applicants should be notified by September if they received the award.

C. Strategic Planning Update

The Strategic Planning process continues. One-on-one phone meetings with community members, as well as focus groups with area organizations, are being arranged. The planning team finalized questions for the library user survey which is now available online and on paper at each library location. The planning team also finalized a staff and board assessment that will be going out soon.

D. Promoting the Library Survey

Jennifer Davis is doing multiple interviews on television, on radio, and in print to make the community aware of the library user survey.

E. Veronica's Advocacy in Washington, DC

Veronica provided a detailed summary of what goes into the ALA Fly-In, as well as an update on the latest happens in Illinois regarding IMLS funds.

F. Interviews with Local Media About IMLS cuts

Yelverton spoke to WCBU and WEEK about IMLS cuts and how they might affect the library operations and revenue. Of interest, is the fact that IMLS grants and operations costs only make up .004 percent of the federal budget.

G. Potential Effects of Cuts on Material Delivery

The extent of effects from the IMLS cuts are not entirely clear. For instance, RAILS (Reaching Across Illinois Library System) currently covers about 2/3 of the cost of material delivery between Illinois libraries. The other 1/3 is provided by an annual IMLS grant. In a recent update to libraries, RAILS shared that delivery is their top priority as an organization.

Small libraries, in the area and statewide, would see a significant decrease in circulation with as many items as they borrow from other libraries. Our library, via interlibrary delivery, sent out over 73,000 items and received over 70,000.

H. Library Revenues as a Result of the Cuts

Peoria Public Library—between property taxes, fines and fees, interest, etc.—receives about 98% of its revenue locally. The library does not expect a significant drop in revenue although there are concerns about how a worsening economy could affect the library in the future. The IMLS cuts would have a direct effect on the Project Next Generation funding and might end the Illinois Libraries Present program.

The staff is understandably anxious as they have been hearing about IMLS cuts in the news. Yelverton has been sharing updates with the staff and management team.

I. Door Count and Circulation Statistics

The visitor total for March 2025 was down 3.3%. The circulation total for the same period was up 7.1%.

REPORT OF THE LIBRARY BOARD LIAISON TO THE FRIENDS OF THE PEORIA PUBLIC LIBRARY

Friends of the Library President, Margaret Cousin, announced that eight weeks into their membership drive, the Friends are already at 54% renewals and 72% monies received. Cousin also noted that the Friends Board voted to move \$40,000 from their checking account into their Morgan Stanley account, leaving approximately \$50,000 in checking. Cousin announced that in honor of their Centennial, Caterpillar will be doing 10-1 donation matches at the end of this month.

COMMITTEE REPORTS

- A. Building Committee – No Report
- B. Executive Committee – No Report
- C. Finance Committee – The next committee meeting will be April 29 at 5:30 pm.
- D. Nominating/Appeals Committee – No Report
- E. Personnel/Negotiations Committee – No Report
- F. Strategic Planning Committee – The next committee meeting is tentatively set for May 1 at 5:30 pm

OTHER BUSINESS

Roberta Parks noted that the yard at the McClure Branch needs to be re-seeded. Yelverton will speak with the Maintenance Department.

Parks announced that she is running for a Trustee seat on the RAILS Board.

EXECUTIVE SESSION

None

AGENDA BUILDING

None

ADJOURNMENT

The meeting was adjourned at 6:18 pm

Steven Marx, Secretary
Board of Library Trustees
Peoria Public Library