

**ALLERTON PUBLIC LIBRARY DISTRICT  
LIBRARY BOARD OF TRUSTEES  
January 4, 2017**

The Allerton Public Library District Library Board of Trustees met on Wednesday January 4, 2017 at 4:00 p.m. The meeting was called to order by President Sue Gortner at 4:00 p.m.

**Roll Call**

Present: Jeff Clodfelter, Luke Feeney, Sue Gortner, Sue Lochbaum, Beth Manuel, and Lynn Richardson.

Absent: Ellie Tracy.

**President's Report**

None.

**Secretary's Report (Approval of Minutes)**

The minutes of the December 2016 meeting were reviewed. Manuel would like to add that the monthly automatic transfer from the General Library Fund money market account to the checking account will increase to \$35,000 (as stated in the 2017 Investment Policy). Feeney made a motion, seconded by Manuel that they are approved as corrected. Motion carried.

6 AYES: Clodfelter, Feeney, Gortner, Lochbaum, Manuel, and Richardson.

0 NAYS, 1 ABSENT

**Correspondence, Communications, Public Comment**

None

**Financial Report (Approval of Bills Payable)**

Manuel gave the Financial Report. Lochbaum made a motion to approve the bills, seconded by Clodfelter. Motion carried.

6 AYES: Clodfelter, Feeney, Gortner, Lochbaum, Manuel, and Richardson.

0 NAYS, 1 ABSENT

Manuel will be out of town for the next couple of months so Gortner will follow up on the Working Cash certificates of deposit that are coming due in January and February to see if we can get a better interest rate.

A Hency invoice was presented for payment. Manuel made a motion to approve the bill, seconded by Gortner. Motion carried.

6 AYES: Clodfelter, Feeney, Gortner, Lochbaum, Manuel, and Richardson.

0 NAYS, 1 ABSENT

**Librarian's Report**

Circulation for December was 5,879. 1,098 interlibrary loan items borrowed and 1,311 interlibrary loan items loaned. The library had 703 reciprocals. 287 new items were added to the collection and 14 discarded from the collection. There were 25 new patrons and an additional 28 patron renewals for the month of December. Logins to the library's PAC was 7,337.

Program attendance this month was 385. Internet usage was 273 (which represents approximately 150 hours) sessions this month and 472 users made use of the free Wi Fi.

There are a few upcoming adult programs that have been scheduled. Due to their popularity (or need) Tech Time Fridays will continue to be offered on the first Friday of each month from 2:00-3:30 and Bingo will continue to be held on the second Monday of each month from 2:00-3:00.

On Friday February 24, 2017 from 2:00-3:00 will be an adult coloring programming. On Tuesday April 4, 2017 from 10:00-11:30 will be "Titanic: Voices from the Past" presented by the Tea Ladies of Bloomington. On Saturday April 8, 2017 from 10:00-11:00 will be "Secrets of Growing Great Tomatoes" presented by Richard Zerfowski. On Monday May 1, 2017 from 10:00-11:00 will be "The Life of Abraham Lincoln" presented by Jim Gibbons.

The library has subscribed to the Zinio Digital Magazines database for a 6-month trial to see if it is something our patrons may like. There are approximately 150 magazine titles to download. Patrons would use their Allerton Public Library District library card to login and set up a user name and password to access the magazines.

The library has also starting subscribing to the monthly *Book Page* which is a book review magazine showcasing upcoming book titles. This is something that we are providing to our patrons in which they may take it home with them to read. We are currently receiving 50 copies.

## **Committee Reports**

### **Financial Committee**

No report.

### **Personnel Committee**

No report.

### **Policy Committee**

No report.

### **Buildings & Grounds Committee**

No report.

**Unfinished Business**

None.

**New Business**

Lochbaum inquired about the plans for the library's back acreage (5-6 acres). This back acreage is not very marketable because of access. We have been rough mowing the back acreage a couple of times a year and letting it go to prairie during the summer and fall.

Manuel asked Winters about updating the library's disaster plan. Winters has already begun but is waiting on final documents on the new building from the contractor and architect.

The next scheduled Board of Trustees meeting will be held next Wednesday, February 1, 2017 at 4:00 p.m.

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Susan M. Lochbaum  
Secretary

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Lisa Winters  
Acting Secretary