

PEORIA HEIGHTS PUBLIC LIBRARY
REGULAR MEETING
MAY 12, 2008

The minutes of the regular meeting of the Board of Trustees of the Peoria Heights Public Library held in the Local History Room on May 12, 2008. The meeting was called to order at 6:30 p.m. by the president.

ROLL CALL: The following members answered roll call: Bill Bradley, Anne Lockhart, Nancy Marshall, Lisa Reinholtz, Margy Simmons, and Jeanette Hillyer
Absent: none
Marsha Westfall, Library Director, was also present.

MINUTES: The minutes of the previous meeting were approved as printed.

BILLS: After examining the bills, Bill Bradley moved, seconded by Margy Simmons, that the bills be approved and paid. ROLL CALL VOTE: Bill Bradley, yes; Anne Lockhart, yes; Nancy Marshall, yes; Lisa Reinholtz, yes; Margy Simmons, yes; and Jeanette Hillyer, yes.

TREASURE'S REPORT: The April Treasurer's Report was postponed.

LIBRARIAN'S REPORT

Marsha began telling the Board that Eric Markovich, a senior at Peoria Heights High School, is working on his Eagle Scout rank. His project is to collect items to send to military personnel overseas. The library is serving as one of the collection points for donations.

She also mentioned that the Peoria Heights Area Business Association will sponsor a Farmers' Market each Wednesday night from June 18 through September. Booths will be set up at Heritage Square. Cooking demonstrations and musical entertainment will also be featured. Local artists will sell their creations along Prospect Road in front of the shops.

Marsha had recently met with Sara Wade, Circulation Librarian, to review her work at the completion of her third year as a library employee. Marsha explained highlights of their discussion. Margy Simmons made a motion to grant Sara Wade a raise. Anne Lockhart seconded the motion. ROLL CALL VOTE: Bill Bradley, yes; Anne Lockhart, yes; Nancy Marshall, yes; Lisa Reinholtz, yes; Margy Simmons, yes; and Jeanette Hillyer, yes.

The Illinois State Library had requested that Library Boards respond by June 1 as to whether or not their libraries will sell non-resident cards to people who live in areas which are not taxed for library service. Marsha presented the amount of \$83.31 as the newly calculated figure for our library for this fiscal year. She explained the requirements for an individual to buy a non-resident card from a library. Bill Bradley made a motion, seconded by Margy Simmons, to offer a non-resident card at the cost of \$83.31. ROLL CALL VOTE: Bill Bradley, yes; Anne Lockhart, yes; Nancy Marshall, yes; Lisa Reinholtz, yes; Margy Simmons, yes; and Jeanette Hillyer, yes.

Marsha stated that the Peoria Heights History Project is still in the planning stages. She had asked some area residents to serve on a committee to help organize and monitor the work. Monica Vest Wheeler had sent her an e-mail stating that she wanted to begin working on

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conducting interviews soon. Marsha is waiting to learn if a grant application she had submitted has been accepted and funded.

Last fall, the Alliance Library System had invited member libraries to participate in an American Libraries Association sponsored grant application called "We the People Bookshelf". The Peoria Heights Public Library had accepted the invitation and recently received notification of the awarding of the grant. Twenty books which deal with the theme of equality were sent to the library. The staff will plan programs which relate to the theme and tie into use of the books.

Marsha distributed copies of the Summer Reading Club calendar and reviewed the activities. A bake sale to raise money to donate to the Peoria Heights food pantries will be held on June 26 and 27. Board members will play board games with children on June 13. Board members are also invited to bowl with children using Wii on June 23. The Peoria Heights Kiwanis has donated \$200 to purchase products which can be given by the children to the food pantries and Children's Home.

Preparations for the quilt raffle are almost complete. The raffle license has been received, and the tickets are being printed. Sale of the tickets will begin June 2, and the drawing will be held at 10:00 a.m. on July 3. The Board discussed the possibility of selling the tickets at the Farmer's Market, Old Glory Days, and the library's Bake Sale. She will ask PHABA and the Chamber of Commerce if there will be a charge for setting up a table to sell tickets at the first two events.

Marsha had contacted Advocates for Access to offer help in planning their Taste of Peoria Heights which they plan to have in the fall. She was unable to attend their organizational meeting but said that she will be willing to go to their next one if possible. She did ask if the library could have space for a Silent Auction at the Taste. Advocates for Access wants to have a Silent Auction, too. Consideration of the library's request will be given.

Marsha had received a CD with the new logo for the library, and library staff member Jim Dwyer was working on the minor changes which the board had suggested. Marsha will be getting prices for using it on letterhead stationery and envelopes. The Board discussed the idea that producing the stationery and envelopes in-house might be less expensive. The staff will compare costs. Bill Bradley made a motion to give the student who created the logo a \$25 gift certificate as a token of appreciation for her work. Nancy Marshall seconded the motion. ROLL CALL VOTE: Bill Bradley, yes; Anne Lockhart, yes; Nancy Marshall, yes; Lisa Reinholtz, yes; Margy Simmons, yes; and Jeanette Hillyer, yes.

Recently a patron requested that the library have a wheelchair and a walker available for people who need such equipment, thus saving them the inconvenience of bringing their own equipment from their cars. Marsha had contacted the Navy Marine Club and had received a walker. The North Peoria Suburban Lions Club had given the library a wheelchair. The staff will post a sign to let patrons know they may use the equipment.

The Peoria Heights Chamber of Commerce will sponsor Old Glory Days June 26 – 28. The library staff is organizing a bike parade to be held at Heritage Square at 12:30 p.m. on June 28. After the bikes are judged for decorations, they will parade across Prospect Road to the carnival

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which will be located on Marietta Avenue. Marsha asked Board members to help divide the children into age groups and serve as judges.

Marsha asked for the Board's permission to change the July meeting date. She and her husband will be in Chicago on July 13, and they would like to stay over until July 14. The members agreed to meet on July 15 instead.

Marsha reminded everyone that Gina Edwards will present a program on Saturday, May 17. She will give tips on how to prepare dishes using produce available at the upcoming Farmer's Market.

PRESIDENT'S REPORT

Jeanette relayed information that former Board member Lynne Hathway is doing fairly well following surgery. She has experienced some complications, though, and will need to remain in the hospital awhile longer.

Jeanette also reported on the Intergovernmental meeting which was held on April 21. Richwoods Township had done repair work on a house on Glen. Tax bills will go out on time. The township is sponsoring Camp Clover and Chef School for children and is helping people with electricity bills and food needs. Mike Phelan and others had gone to Springfield to meet with our area representatives.

The school district organized a clothes drive to furnish clothes for children. This project was held in conjunction with the food pantry at the Heights Congregational Church. Pat Brignadello, a high school guidance counselor, had led a drive to collect 28 prom dresses for students. Preparations were being made for the Jim Faulkner Memorial Golf Scramble. The school tax rate is down.

The County representatives had relayed the concern about the disrepair of the American Mausoleum, especially because it is located in Peoria County. The Civic Leadership Program for students is accepting applications for this summer. On May 1, Prairie State Legal Services, located in the Peoria County Courthouse, will begin offering online legal self-help centers. A hazardous waste collection site will be provided on May 3. The county had awarded the village of Peoria Heights a Public Safety grant to help purchase a canine unit.

The Village said that its financial state is good. They're working on the TIF district. \$100,000 was included in the FY2008/2009 budget to improve sidewalks. A 23% increase was given to the Police Pension Board. The ambulance service has been increased to 24/7 and is staffed by 2 people. A survey to get citizens' opinions about recycling has been completed, with favorable responses.

ALLIANCE LIBRARY SYSTEM REPORT

Bill and Marsha had attended a fundraising workshop on April 30. The focus was on developing an Annual Fund Drive. Potential donors should be identified, with approaches for money made

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through letters and personal contacts. A reception to inform possible donors could be held. The idea is to get people to contribute on a regular basis. The Board will continue to discuss this concept in future meetings.

Marsha explained that she, Lynne, and Sara will be attending RSA Day on May 14 and invited Board members to go with them if interested and available. In addition to workshops related to the RSA circulation system and database, vendors will demonstrate products such as PC Reservation.

PUBLIC COMMENTS

No persons from the public were present to offer comments.

EXECUTIVE SESSION

The Executive Session was not needed.

ADJOURNMENT

With no further new business to discuss, President Hillyer adjourned the meeting at 7:54 p.m.