West Sangamon Public Library District

Board of Trustees

March 4, 2025

Meeting called to order at 6:00 p.m.

**Roll Call**

Brian Bandy-present

Jennifer Nelson-absent

Allicent Smith-present

Joel Sander-present

Debbie LaKamp-absent

Linda Orr-present

Rose Yarko-Lazzeri-present

Director Mark Steger-present

**Minutes from February 4, 2025,** meeting were approved. Motion by Linda and 2nd by Joel. Approved by voice vote 5-0.

**Treasurer’s Report:**

Approved treasurer’s report. Motion by Rose and 2nd by Linda. Approved by roll call 5-0.

Checking account balance: $11,158.32

Money Market savings account balance: $51,609.41

**President’s Report:**

None

**Director’s Report:**

Annual Statement of Economic Interest Forms have been filed with Sangamon County Clerk.

“Challenge the Director Contest” ended at the end of February.

“Judge a Book by Its Cover Book Club” is underway.

The new display case focus is “Get to Know Your Library Staff.”

The next display will be an interactive display based on the ISpy Book series and its author, Walter Wick.

March staff schedule has been put into place.

A bond has been secured for notary certification. The director is working on completion of the online course and test for a 4-year certification.

Mary Frances was the featured speaker for the library’s Black History Month.

The “Read Across America” event has begun with a goal of reading a book by an author from each US geographic region.

Sexual Harassment Training for the Board of Trustees is nearing completion.

A Per Capita Grant, from the SOS Illinois State Library was approved, providing an additional $6,500 in revenue for the library in FY25.

Discussion was held for designing and distributing a survey that would give feedback for specific services that would better serve the library’s patrons and the communities it serves.

A tool to evaluate the library staff’s annual review process was discussed.

The new board meeting dates for 2025-26 were approved.

**Committee Reports:**

None

**Friends of the Library:**

None

**Executive Session:**

None needed.

**New Business:**

The Board thanked Trustee Linda Orr for her service to the library and for time served on the Board.

A discussion was held as to the upkeep for the New Berlin, Berlin, and Loami ‘Little Libraries.’

**Old Business:**

None

Next meeting is April 22, 2025, at 6:00 p.m.

Adjourned at 7:11 p.m. Motion by Rose and 2nd by Linda. Approved 5-0.

Respectfully submitted,

Allicent Smith, for Jennifer Nelson