

**MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
TOWN AND COUNTRY PUBLIC LIBRARY DISTRICT
FEBRUARY 10, 2025**

PRESENT: Vice-President Mary Cherry, Treasurer Ann Jumonville, Secretary Kelly Gagne, and Trustees Brandi Krall, Christine Porter, and Matt Timko

ABSENT: President David Burroughs

ALSO PRESENT: Staff Members Tim Fitzpatrick, Jamie Gehin, Suzann Gemini, Gina Knowlton, and Kathy Semrick; Friends of the Library President Joan Hansen

I. CALL TO ORDER

Vice-President Cherry called the Regular Meeting of the Board of Trustees of the Town and Country Public Library District to order at 7:16 p.m.

II. ROLL CALL

Vice-President Cherry requested the roll be called. All were present except President Burroughs.

III. ADDITIONS TO THE AGENDA

None

IV. ADOPTION OF THE AGENDA

Secretary Gagne **moved to adopt the agenda as written.** Trustee Timko seconded the motion.

AYES:	ALL	NAYS:	NONE
ABSENT:	BURROUGHS	ABSTAIN:	NONE

MOTION CARRIED

V. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S)

Minutes from the Regular Session of the Regular Meeting on January 13, 2025, were discussed. Trustee Timko **moved to approve the minutes from the Regular Session of the Regular Meeting on January 13, 2025, as amended.** Trustee Krall seconded the motion.

IX. LIBRARY DIRECTOR REPORT

Business Manager Suzann Gemini presented Director Megan Shumaker's monthly report.

- Attended the Christmas Stroll wrap-up meeting; the Committee will take a more structured approach this year with monthly meetings and more delegation of duties.
- The Creston and Malta libraries are interested in taking some of the furniture that will be replaced when the new furniture is in place mid to late March.
- Attended a RAILS Member Meetup at the Paw Paw library; met other Illinois library directors and learned about resources and grant opportunities offered through RAILS.
- Continued work on the next Strategic Plan with Department heads.
- Continued preparations for Staff In-Service Day on February 21, 2025. Planned sessions include best practices for handling difficult situations and emergencies, annual sexual harassment prevention training, serving patrons with dementia, and various technology tutorials, including using AI in library work.
- Jackie Mueller joined our staff as the new Outreach Assistant.
- Teri Stewart retired after a 20-year tenure at the Library. A farewell party was held on her last day, February 6, 2025. Thank you, Teri!
- Planning for the Summer Reading program has begun. The theme is "Level Up at Your Library."
- Popular programs include Sensory Playtime, Paws to Read with Maddie the Labradoodle, Family Crafternoon: Snowflake Perler Beads, Hatha and Chair Yoga, Obscurity Book Club, KCGS collaboration: DNA resources, the recording of Lost Restaurants of Chicago was viewed 89 times.
- 34% of all books checked out are digital.
- 18% of movies and TV shows checked out are digital.

X. LIBRARY STAFF REPORTS

- Communication Manager Tim Fitzpatrick reported that the Library supply of physical library cards is getting low. New cards will be ordered in a smaller batch in anticipation of using an alternate design to commemorate the 100 year anniversary of the Library in 4 years.
- Adult Services Manager Jamie Gehin and Youth Services Manager Gina Knowlton discussed ongoing plans for the upcoming Summer Reading Program.

XI. COMMITTEE REPORTS

- A. Personnel – None
- B. Policy – None
- C. Finance – None

D. Building and Grounds – None

XII. EXECUTIVE SESSION TO DISCUSS PERSONNEL AND LITIGATION

None

XIII. OLD BUSINESS

None.

XIV. NEW BUSINESS

None

XV. ADJOURN

Secretary Gagne **moved to adjourn the meeting.** Trustee Krall seconded the motion.

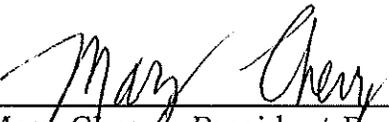
AYES:	ALL	NAYS:	NONE
ABSENT:	BURROUGHS	ABSTAIN:	NONE

MOTION CARRIED

The Regular Meeting of the Board of Trustees of the Town and Country Public Library District was adjourned at 7:49 p.m.



Kelly Gagne, Secretary



Mary Cherry, President Pro-Tempore