Winchester Public Library Minutes

June 2, 2026

Call to order: Gina Glossop 7:00pm

Members attending: John Coonrod, Andie Fundal, Shannon Killday, Sheryl Roberts, Gina Glossop, Alice Ballard

Public Comments= none

Reading of the minutes= A motion was made by Sheryl and seconded by Alice to approve that the minutes be approved as read. The motion passed.

Financial Report= A motion was made by Shannon and seconded by Alice to approve the financial report. The motion passed.

Librarian's Report= Jeanette went over her report and library receipts.

Committee Reports

Building and Grounds= The B [illegible] t to the basement for a look around. There are many wooden boards t [illegible] ot in use that need to be removed because of mold. There are other things as well that need gone. Gina was going to check with John Simmons when the library would be on the route for the city wide clean up.

Policy and Personnel= Jeanette distributed a Library Director Succession Plan. This plan is needed in case the librarian is gone for a temporary absence or an extended absence. The person under the librarian would fill in. If needed the library could reduce hours or close. Jeanette asked the board for ideas on this. The board suggested that an emergency absence binder of what to do if she is gone should be compiled. Things that should be added are: List of daily, weekly and monthly procedures or things that need to be done. Passwords for sites or apps, list of vendors, share Google drive to have off site as back up, have a list of school librarians in the area who might be able to step in and help provide information. For the Director Job description John will look over before the next meeting. Book ban request form was voted on. There is no banning of books in Illinois. The form was approved by Gina and Shannon.

Grants=

Per Capita/Equalization The library has not received the grant money at this time. Jeanette has called on this several times. If not approved for the equalization part Kaitlyn will stop getting paid June 30. The asking amount is $6,000 to pay her for the rest of the year. The board agreed to pay her for one month with the Carnegie money unless the equalization grant doesn't come through. A motion was made by Sheryl and seconded by Andie to do this. Motion approved.

Rural Initiative= UIS has been coming in and digitizing documents and pictures Monday thru Thursday. All of the information will be on Story Maps. We have received this grant also to hire one or two teachers to compile lesson plans that go along with the scanned history documents of Scott County. The teachers hired would need to be from Scott County and would receive $5,000 for two months, (this summer only). The teachers would present these lesson plans in their classrooms.

Programs & Events

For the Play Local Event the library will be having the children make popsicle stick flashlights. On Friday, June 5 from 6:30-7:30 there will be a book tasting at the library. The event is for adults to try and learn about all the different genres our library has to offer. There will be tables set up with books and book menus. Guest will be able to find new books in the genre they love and maybe new onces they would like to try. The seed library is almost up and running. This year's summer reading program is scheduled for June 9-July 14 on Tuesdays from 10:00-11:15. On the June 15 the Quincy Museum will be coming.

Correspondence=

Computers=

Old Business= Jeanette needs the board members to come in and do a Leadership training on the computer. It will be easier for the board if they came in to do the training because of codes, etc.

New Business= There was a motion to change the library board meeting time from 7pm to 6pm to try on a 6 month basis. The motion carried. A new board member is needed to fill the slot of Heather Wardlow. Alice made a motion to declare the position vacant and Gina seconded it. The motion carried.

<u>Next Meeting is Tuesday, July 7 at 6pm</u>