



Library Advisory Board Meeting

Monday, December 15, 2025
12:30pm via Zoom

MINUTES

Members Present: Adam Groves, Mari Howells, Kara Murphy, Mary Fischer, Kim Grove, Jennifer Kubiak, Quyen Aoh, Annie Rosenthal

Members Absent: Sarah Bennet

Others Present: Deana Cooper, Jessica Spitulski, Alyssa Johnson, Anitra Gates, Jessica Church, Karen Miller, Tammy Blount

1. Call to Order

Meeting called to order by President at 12:31pm; Quorum not reached.

2. Approval of Minutes

Mari motioned to approve the November minutes. Kim seconded.

3. Public Comment (Limit to 15 Minutes)

No public comments

4. Library Reports

- Report of the Director- Jessica Spitulski

- Holiday closures
 - December 24 – closing at 5PM
 - December 25 – closed
 - December 28 – closed
 - December 31 – closing at 5PM
 - January 1 - closed

Construction updates

- Vinyl on stairs installation completed

- Children’s Library Construction project underway –
 - Received cost estimate.
 - Planning public feedback sessions. Considering open house style, having people present who can answer questions as they arise.

- HIRT Grant application – application process until budget was resolved, awaiting results from state
 - i. Not currently reservable for internal or external purposes due to infrastructure concerns.
 - ii. Meeting to vote on grant applications taking place in January.

- Strategic planning process started over last few months
 - i. Goal to have 2027-2031 plan in place by October.
 - ii. Staff & public feedback sessions will be upcoming, timeline is being developed.

- Staff Reports –
 - i. Alyssa Johnson
 - Blizzard of Books, (winter reading challenge) kicked off today (Dec 15-Jan 17)
 - a. New challenge sheet format
 - b. Activity Trackers – building a snowman stickers
 - Battle of the Books – Library running program for the county
 - a. 8 Teams registered to participate (high schools participating)
 - b. 24 books
 - c. Book bins provided by the library
 - d. Volunteers welcome and will be communicated
 - General McLane School District Partnership – Pilot Program
 - a. School ecard signup program
 - b. Met with 10 library classes to demonstrate e-materials available
 - c. Pilot delivery system – facilitated with the bookmobile
 - d. Open to all feedback and recommendations regarding community events throughout the districts
 - e. Plan is to expand program throughout the county

- Review of Financial Report- Deanna

Financials are still wrapping up year-end reporting. Everything is running smoothly and as expected.

- Statistical and other Reports- Deanna

Reviewed statistics provided in agenda.

Largest distributor of library books closed and there has been little impact to patrons thank you to the work and dedication of Anitra Gates.

- Review of the District Consultant- Jessica Church

No reports.

5. Board and Committee Reports

- Report of County Council Liaison- Councilman Horton

No report.

- Report of Friends of the Library- Karen Miller

- WQLN running public service announcements about membership
- Spring Book Drive, April 25,10-2pm at Flo Fabrizo
- May Sale, May 21-23
- Great American Book Sale, June 14-19

- c. Report of ERLF- Mark Inscho

No report

6. Unfinished Business-

- Board terms and upcoming appointments – Deana is helping to coordinate
- Final meeting for Annie and Kara.
 - i. More than 10 combined years of service.
- Next month’s meeting on January 12th.
- Annual Workshop Session – survey to select date emailed to board members.

7. New Business

None

8. Adjournment

- 9. Kara motioned to adjourn the meeting. Jen seconded.
Meeting adjourned at 1:07.

10.Appendix

- a. Announcements – **see agenda**