

## **Millstadt District Library Board Minutes**

Place: Village Meeting Room

115 West Laurel St., Millstadt, IL 62260

Date: 5/8/24

Time: 6:00 pm

### **1) Call to Order**

The meeting was called to order by President Traci Juhas. Those physically in attendance were Traci Juhas, Roxy Jenkins, Ben Steppig, Bob Englebretson, Heather Erwin, Patti French and Director Nichole Lauko. Janice Seidlitz was absent.

### **2) Appearances & Correspondence**

Thank you notes from Optimist Club and IHLS Continuing Education

### **3) Review and Approval of Secretary's Report**

Heather Erwin made a motion to approve all minutes as read with the changes. Patti French seconded the motion and the motion carried.

### **4) Review and Approval of Treasurer's Report**

Traci Juhas read the Treasurer's Report. The report will be filed for audit.

### **5) Librarian's Report w/ Summary of Statistics Report for the Current Year**

Total bills presented were \$3,838.60. An itemized list of the monthly library statistics included: 166 hours open; 836 Adult Items; 66 Youth Items; 1393 Total Circulation; 5.7 items checked out per hour; 181 requested items and 694 loaned items. There were 108 computer users; 1331 in attendance; and 303 e-books. The following is a list of hours worked by the library staff: Nichole 160, Megan 95, Emma 87.5, and Maren 87.5.

Ben Steppig made the motion to pay the bills and add \$9,000 to the payroll. Bob Englebretson seconded the motion and the motion carried.

### **6) New Business**

Heather Erwin made a motion to choose Option B on cataloging books. Patti French seconded and the motion carried.

### **7) Building Committee**

### **8) Fundraising Committee**

The Gala date will stay the same.

### **9) Old Business**

**10) Upcoming Business**

-Annual Reviews

-Open Closed Meeting Minutes

**11) Citizen's Comment**

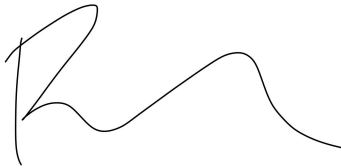
**12) Executive Session**

**13) Meeting Adjourned**

There being no further business, the meeting was adjourned by President Traci Juhas.

Respectfully submitted.

Roxy Jenkins

A handwritten signature in black ink, appearing to be the name 'Roxy Jenkins'. The signature is fluid and cursive, starting with a large 'R' and ending with a long, sweeping tail.