

Millstadt District Library Board Minutes

Place: Village Meeting Room
115 West Laurel St., Millstadt, IL 62260

Date: 5/10/2023

Time: 7:00 pm

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

The newly elected trustee's, Janice Seidlitz, Bob Englebretson, Patti French and Traci Juhas were sworn in.

The board discussed the selection of new officer positions to be determined at the June meeting.

Decennial Committee:

The first meeting for the Decennial committee was held this evening. The members were identified as Jennifer Gratteau and Peggy Cole. Deadlines were set for next steps and additional meeting dates, with the next one being July 12, 2023. The committee members will meet with Nichole to discuss additional concerns, to compile information and identify current efficiencies and identify increased opportunities for efficiency and accountability.

Meeting Minutes: The previous meeting minutes for April were approved as read.

Treasurer's Report: The April report was read by Treasurer Janice Seidlitz. The report was approved, and the report will be filed for audit.

The Librarian's Report: Presented by Nichole Lauko. Total bills presented were \$8677.38. An itemized list of the monthly library statistics included: 162 hours open; 787 Adult Items; 62 Youth Items; 1258 Total Circulation; 5.45 items checked out per hour; 594 requested items and 193 loaned items. There were 60 computer users; 888 in attendance; and 262 e-books. The following is a list of hours worked by the library staff: 80 Emma, 160 Nichole, 89.75 Elizabeth 94.75 Megan. Patti French made the motion to pay the bills and add \$7,000 to the payroll. Heather Erwin seconded the motion and the motion carried.

Discussed a new copy machine. Janice Seidlitz made a motion to replace the copier at \$2489 and \$59 for the surge protector, Heather Erwin seconded the motion and the motion carried.

Nichole discussed upcoming events and continued monthly programming.

The library will be hosting the Chamber Quarterly Meeting on May 24, 2023.

Nichole received several new grants:

\$10,000 for honoraria for Trinity Services to host training classes for community members for learning and understanding a wide-range of disabilities>-.

\$5000 for new automatic door system/installation

\$4000 for new carpet tiles, \$500 on removable light covers, \$500 on signage

Summer Reading Program will be June 12-July 24 with 6 field trips planned during that time

Play meeting for those to help set up our Community Theater, Saturday, May 13 10:00 am

Correspondence:

A thank you from the Millstadt Autism Walk for our participation.

New Business:

Discussed new library trustee committee formations

Economic Interest Statements are due for new Trustees, can be submitted via mail or directly to Nichole

Discussed Option A or B on sending books to system for cataloging. The board made the decision to continue with Option B \$10.00 per item

Library

Building Committee:

The building committee met with Tom Jenkins to discuss renovating or sprucing up the current library.

No decisions were made but need to determine a working budget before moving forward.

Fundraising Committee:

Mad Hatter Tea Party was held April 30 with 38 guests, 15 beta club volunteers, 3 speakers and 6 library volunteers. \$229 was made in raffles, \$950 in tickets sales, and \$310 in donations totaling \$1489.

Old Business:

Traci will reach out to Otto Faulbaum regarding the rental agreement of building property with farmer

Special Projects:

There being no further business, the meeting was adjourned by President Bob Englebretson.

Respectfully submitted.

Traci Juhas